Welcome to Digication! If you have gotten this far, you have added our class template as the starting point for your e-portfolio.

This is the template that you will use for your Plan for Revision, which should include both a REFLECTION on your work and an outline of your plans for your portfolio, and Final Portfolio, the course's culminating project, which is due the final week of classes.

Note: An e-portfolio is different than this class's writing portfolio and might be something you use in future classes or on your own; for our English course, however, we are using them together, the writing portfolio posted to Digication and presented in the e-portfolio format.

Here is where you post your plan for revision, an opportunity to reflect on your writing and a warm up to posting your final writing portfolio. EDIT THIS WORDING OUT and add your work. You need to 1) post it here (cut and paste as well as attach) AND 2) submit your work as an assignment for me to view it. See below for more guidance; we will also go over this in class.

What is a reflection? A reflection is an opportunity to think about your process and your learning--to examine the decisions you made and insights you gained. It is a kind of metacognitive work--thinking about thinking--and provides you an opportunity to deepen your understanding of your writing and yourself as a writer. Ask yourself, what were the steps I went through when exploring each topic for my sketches? What happened as I began writing? What changed as I developed my ideas? Why am I choosing certain sketches? That reflection is the first part of what you do here; then, spend some time thinking through what you plan to do as you expand and develop your drafts for your portfolio. Strive for 300-400 words. I will read this closely prior to your portfolio conference.

How to do it: If you have gotten this far, you have used our class template for your e-portfolio. I will provide specific instructions for uploading your work to this page in class. If you miss that class meeting and have questions, please email me. If you do not complete all the steps (Save--Publish--Publish All Changes--Submit as an Assignment), I will not be able to view your work.

STEP ONE:

Remember to both paste the text of your reflection in this textbox AND attach as a Word document; to upload documents, click on the "insert file" button on the editing textbox (scroll over icons for functions) to add each document. Remember to swap out this text (see above). When you are finished, make sure you click "Save" and then "Publish" and "Publish all changes." DO NOT SKIP THIS VERY IMPORTANT STEP.

STEP TWO:

To submit the reflection as your assignment (once it is published), you click on Portfolio Tools above, then follow directions for using the content here to submit as an assignment. This is a required step. Just placing the work on the site doesn't submit your assignment. You can also post your assignment by going through the class home Digication page, but the first method is easier. Again, we will do this in class together.

I do recommend saving these instructions somewhere before deleting (copy and paste into a document or email that you send to yourself).

Finally, if you would like to make this page more your own, feel free to change the colors, the banner, etc. Just be sure to work within this class template (versus creating your own site).

PLEASE LET ME KNOW IF YOU HAVE QUESTIONS OR DIFFICULTIES!

This is where you will post your **Final Portfolio**for English 102, College Research and Writing.

You already used this site for your Plan for Revision a few weeks ago.  For the course's culminating project, a reflection on and collection of your writing (see Portfolio Guidelines handout posted in Assignments on Blackboard), you may want to complete a few steps to make the site your own, in addition to the important work of revising and preparing your writing, so factor the time needed to prepare your site into your end-of-the-semester planning.  For your final portfolio, you will **delete this instructional text** and could 1) use this space as a table of contents, then attach your portfolio or 2) paste your portfolio directly as the visible content (but still attach, too). You might also personalize the site with your own banner, colors, etc., but this is OPTIONAL.

Your final portfolio will include 1) a three-page reflection essay exploring and examining your processes, your learning, and your writing and 2) the final drafts of at least **two**  essays that were assigned this semester along with their corresponding works cited pages or annotated bibliographies.  **See the full guidelines handout, on Blackboard in Assignments, for more information.**  Each essay should be titled, like subsections.  The portfolio should contain approximately twenty pages of prose (so, works cited pages don't count toward the twenty, but your annotation paragraphs would be figured into your total page count).  Use Times New Roman 12 (you can adjust this in toolbar above).  Again, see the full guidelines for more information.

I will provide specific instructions for uploading your work to this page in class.  If you miss that class meeting and/or have questions, please email me.  Remember that to upload documents, click on the "insert file" button on the editing textbox (scroll over icons for functions) to add each document.  Don't forget to swap out this text (see above).  When you are finished, make sure you click "Save" and then "Publish" and "Publish all changes."

To submit the portfolio as your assignment (once it is published), click on Portfolio Tools above, then follow directions for using the content here in your e-portfolio.  **This is a required step.  Just placing the work on the site doesn't submit your assignment**.  You can also post your assignment by going through the class home digication page.  Again, we will do this in class.

Let me know if you have questions!

Stacie