ePortfolio
ECE 1100

1. Purpose and Benefit

ePortfolio is the culminating assignment of the semester, utilizing the self-discovery students have embarked on, all the information you've gathered to build your ECE Roadmap, and the content you've created in the 1) Individual Discovery Project, 2) Elevator Pitch Exercise, and 3) Polished Resume assignments.

The ePortfolio assignment consists of the following components:
1.   Published ePortfolio (150 points)
2.   Participation in the ePortfolio Peer Review (20 Points)
Additionally, the published ePortfolio will be used in the Discovery Project Showcase presentations.

ECE students benefit from having an ePortfolio in a variety of ways:
- Opportunity for self-discovery, resulting in the strategic creation of personal and professional branding and networking
- Online repository for tracking, documenting, recording, and showcasing projects, work experience, course work, leadership, and participation in co- and extra-curricular activities, programs, and organizations
- Method of reflecting on where you've been, where you are, and where you want to go
- Tool for identifying gaps in skills, exploring options, and planning career paths
- Web portal for accessing your work, tracking your academic growth, and planning your future
- Electronic record for connecting and applying knowledge learned in the classroom to real-world situations

2. Goals

Students are expected to produce a website that will serve as their personal marketing tool. Their vision for their future should be captured into a scalable platform that can grow with you throughout your college career.

3. Instructions and Expectations

There are two major aspects of the ePortfolio assignment:

1) Published ePortfolio (150 points)
Students will develop and publish an ePortfolio. Students have the freedom to choose almost all aspects of your website including content, platform, design, and layout. This website is expected to feature substantial content. In total across all sections/pages of the website, there should be:
- a minimum of **1000 words of text,** which is equivalent to a 2-page, single spaced document
- a minimum of **5 images/photos/visuals/graphics**

Students will follow three steps to develop their ePortfolio.

Step 1: Start by picking a platform (free, student recommended tools include GT sites, Wix, Weebly, Wordpress, GitHub, WebsiteBuilder, IM Creator, SiteBuilder, Sitey, Jimdo, Ucraft, SITE123, WebNode, and Webs). Please note that for some options the domain hosting is free for a limited period of time, we do not expect students to pay for web hosting or development.

Step 2: Develop content and organization for five required components:
- <u>Summary/Introduction/Welcome</u> statement (short paragraph or 3-4 sentences/bullets)
- <u>Biography</u> or "<u>About Me</u>" page that gives a compelling and more detailed narrative about yourself
    - o   Hint: revisit the Elevator Pitch Workshop and Story-Driven Interviewing!

- Resume (comprehensive and/or 1-page, ECE Career Fair version) that is easy to view and download
- Career Goals describing your long-term career aspirations and what steps you need to take to achieve these goals (explain how you will get from here to there)
  - Hint: Revisit your ECE Roadmap!
- Technical project sample(s) A portfolio of your work is the heart of your ePortfolio! Make sure this section if scalable. You'll be expected to add to it throughout your time at GT. You **must** showcase your Discovery Project. For each project, provide:
  - **Short overview** (1-3 pages, minimum ~500 words of text) explaining the project and results
  - Include **images/photos/visuals/graphics**
  - **Optional:** Presentation or video that showcases the project

==NOTE THAT THE DISCOVERY PROJECT FEATURE DOES NOT NEED TO BE COMPLETE BY THE "PUBLISHED EPORTFOLIO" ASSIGNMENT DEADLINE, BUT IT MUST BE COMPLETE BY THE DISCOVERY PROJECT SHOWCASE.==

Step 3: Then determine which additional sections you want to include and develop content for them. Here are some options:

- Video Bio/Pitch
- Education
- Experience (Internships, Co-op, Research, Work/Employment, Tutoring, Teaching, Mentoring, Consulting, Leadership, Volunteer)
- Skills
- Course Work
- Interests and Hobbies
- Networking (social media connections: LinkedIn, Facebook, Twitter, Instagram)
- Achievements (Awards, Honors, Publications, Patents)
- Blog
- Image Gallery
- Videos
- References or Testimonials
- Contact

==**NOTE:** The "Published ePortfolio" assignment is before the Discovery Project Showcase and ePortfolio Peer Review. The website must be complete and published by the due date, and you must submit a link for the "Published ePortfolio" assignment.==

2) ePortfolio Peer Review (25 points)
Students will be assigned two peer ePortfolio's to review in Canvas. A complete peer review for an ePorfolio includes filling out the rubric and additional constructive comments and feedback by the peer review deadline.
This link describes the process of completing a Peer Review in Canvas: https://community.canvaslms.com/t5/Student-Guide/How-do-I-submit-a-peer-review-to-an-assignment/ta-p/293
Here is how you can access your feedback: https://community.canvaslms.com/t5/Student-Guide/Where-can-I-find-my-peers-feedback-for-peer-reviewed-assignments/ta-p/320
Additionally, if there is difficulty finding the peer reviews, try this method:
Go to home for ECE 1100, Click Course Stream on Top Right, Then click on Peer Reviews, the individual assigned students should show. Click one, then click show rubric on top right of that page.

The details of the Discovery Project Showcase are included in that assignment sheet. It will include recording a video walkthrough of your Discovery Project feature on your ePortfolio to discuss your Discovery Project. For the showcase, your ePortfolio should be in a state you would be comfortable sharing with a recruiter. Drafts or nonfunctioning websites will not get full showcase credit.

4. Tools and Resources
Review the Lecture Video – ePortfolio. There are two video demos of exemplar ePortfolios from past semesters in the assignment on Canvas and in the course files.

Next, work your way through the information compiled below.

Home Page: Welcome/Introduction

This is the first page viewers see when they visit your website. It should welcome the viewers and communicate your personal brand. Remember that you are writing for a specific end-user, so you want to consider who will be accessing your website and what they need to know.

Think of this page as a roadmap to your ePortfolio, highlighting the important stops along the route. You might also think of this as a table of contents, indicating what is in each section.

Choose your website's template, theme, design, layout, and color scheme carefully. This is your online image: looks matter! Font style, size of text, and resolution and quality of images (size, placement, cropped vs. uncropped photos) all speak volumes about you. Experiment with different designs as you prototype your website. Nothing is set in stone during the rapid prototyping phase. Save all of your versions for comparison purposes.

Here are a few excellent articles with examples to get you started:
- "6 Ways to Make Your Personal Website More Effective" https://thenextweb.com/the-power-of-personal/2016/04/11/6-best-personal-websites/#.tnw_pnFq01jH
- "7 LinkedIn Profile Summaries That We Love (And How to Boost Your Own)" https://business.linkedin.com/talent-solutions/blog/linkedin-best-practices/2016/7-linkedin-profile-summaries-that-we-love-and-how-to-boost-your-own
- "How to Write the Perfect LinkedIn Summary" https://www.linkedin.com/pulse/how-write-perfect-linkedin-summary-william-arruda

Summary Statement, Welcome Paragraph, Introduction:
- Write a compelling summary that captures who you are and what you're all about.
- Draw from your resume Power Pitch (Objective) and your elevator pitch.
- Look at well-written, highly effective LinkedIn Summary statements and follow suit.

Images and Videos:
- You could insert a headshot, an action shot, or some other photos/image(s) that would welcome viewers and add visual interest. You could also include a video here and/or elsewhere in the ePortfolio.
- Choose images and other media carefully, so that they say something important to your viewer about who you are and who you want to be.
- If you choose an image that is not your own, you must **cite your source (include some sort of acknowledgement/credit such as a URL, name, reference, citation**, etc.).

Favorite or Inspirational Quote or Motto:
- You could insert a quotation that you like, one that is meaningful to you.
- Be sure to include who said or wrote it, and where it comes from.

About/ Bio

Use this section to tell your story and provide information about who you are (professionally and personally) and where you're from. Build upon your Elevator Pitch.

Here are some great articles and resources to help you get started:
- "6 Things You Should Put on Your Personal Website—and 6 Things to Avoid at All Costs" https://www.themuse.com/advice/6-things-you-should-put-on-your-personal-websiteand-6-things-to-avoid-at-all-costs
- "6 of the Best Professional Bio Examples We've Ever Seen" https://blog.hubspot.com/marketing/professional-bio-examples

- "How to Write a Killer About Me Page for Your Blog" http://www.melyssagriffin.com/about-me-page-blog/

Use the prompts below to help you generate the required content for this component of the website:

What does your website do for the user?
Write a clear, concise **vision/purpose**/**value proposition statement** identifying what your site provides.
- This website showcases my XYZ experience, demonstrating my interest in ABC.
- This site provides visitors with a detailed description of XYZ.
- This ePortfolio is a professional networking tool, allowing me to connect with others who share a passion for X and Y.

Who are you?
Introduce yourself: provide your name, major, native country (or state), family background. What are your interests and hobbies? What makes you stand out?

Where are you from?
Talk about the neighborhood or country that you grew up in and the places you lived. How did it help shape you into the kind of person you are today? Be sure to strike a balance between building your personal brand, but not oversharing personal details.

Short-Term and Long-Term Career Goals
Describe your long-term career aspirations and the steps you need (short-term goals) to take to achieve these objectives.

Step 1: Draw upon your work during the Resume Clinic, Elevator Pitch Workshop, Story-Driven Interviewing Workshop, and thread exploration. What did you learn about yourself? Where are you headed?

Step 2: Using your completed ECE Roadmap, contextualize what you need to do now and over the next few years to meet your future goal. If you prefer to think of your own career planning in business terms, use the Business Model Canvas template to map your future: https://en.wikipedia.org/wiki/Business_Model_Canvas

Step 3: The career goals component of your website should include the following specific information:
- Timeline (dates, length of time to achieve milestones)
- 3-5 things you need to do/steps you need to take to get you where you want to be
  - *"To prepare for PhD programs, I need to take three additional advanced robotics courses (ECE 4XXX), participate in a minimum of two semesters of undergraduate research (such as Dr. Soandso's XYZ lab or ECE's ORS program), and attend ABC workshop to learn about funding/fellowship/scholarship opportunities."*
  - *"In order to start my own business by the time I'm 35 years old, I plan to gain experience with start-ups by getting involved in Create-X's fall 2018 ABC program, work at a company such as X for 3-5 years after graduating, and obtain an MBA through an online, evening program such as ABC while working full-time. The path to becoming a research engineer at X, includes doing A now, B prior to graduation, C for 5-7 years, and gaining experience in D."*

Technical Projects, Coursework, and Organization Involvement
Consider including the following information on the pages/sections where you highlight your course work, involvement in organizations, and participation on projects.

- The official course description from the GT Catalog or language from the course website or syllabus.
- Example work (papers, presentations, videos, photos) including a feature on your Individual Discovery Project.
- Description of the project, results/outcome/impact, your contributions, significance of the work. **Put this in the context of how this work is applicable to future employers.**
- Links to course/lab/organization/program website.