



Presentation Setup - D2L ePortfolio

Presentations let you compile ePortfolio items into a web project to showcase your achievements. Your presentations can have multiple pages and use different themes and layouts.

This guide covers how to:

- 1) Create a New Presentation*
- 2) Modify Presentation Layout*
- 3) Edit the Banner Title and Description*

June 9, 2016 - D2L ePortfolio

CREATING A NEW EPORTFOLIO PRESENTATION

Presentations let you compile ePortfolio items into a web project to showcase your achievements. Your presentations can have multiple pages and use different themes and layouts. Presentations provide a polished, professional medium to demonstrate your learning and accomplishments.

Step 1:

Log in to D2L and navigate to the **ePortfolio** tool, located in on the right side of the navigation bar.

Step 2:

Click on the **My Items** area.

Step 3:

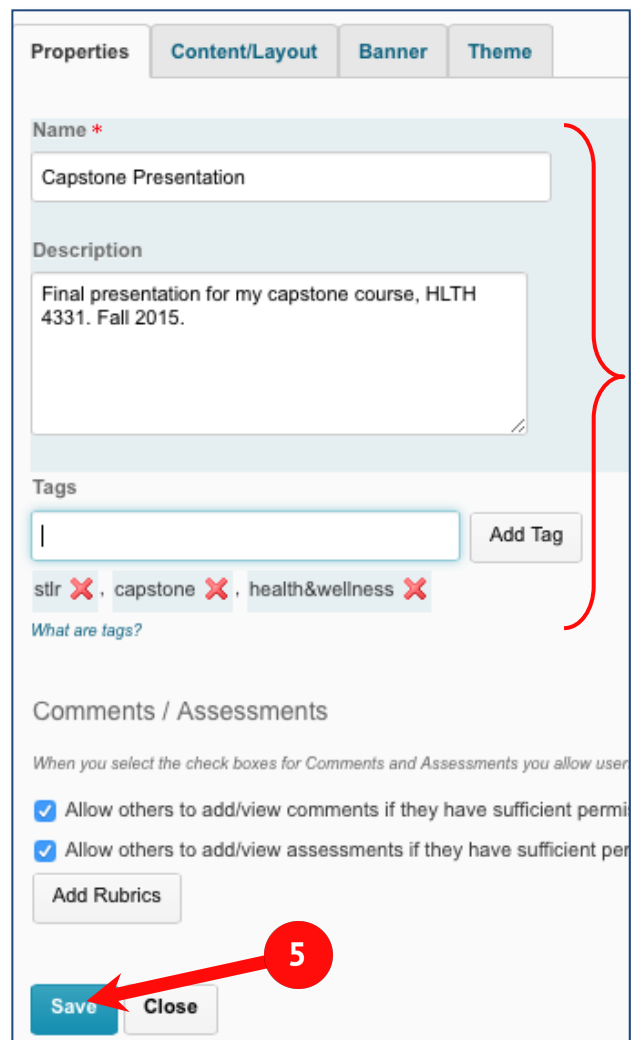
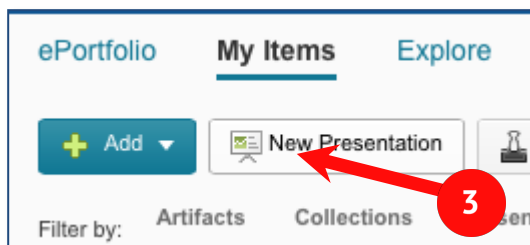
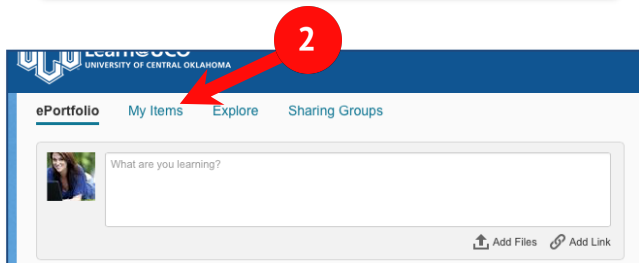
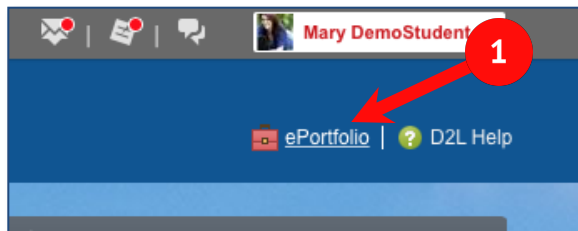
Click **New Presentation**

Step 4:

Add a Name, Description and Tags for the new presentation.

Step 5:

Click **Save**.

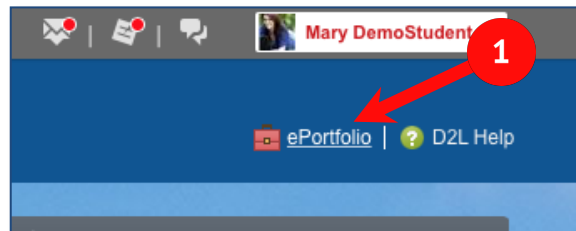


MODIFYING PRESENTATION LAYOUT

After creating a new presentation, determine and set its layout. It is recommended that the presentation layout be determined before hand by determining what pages are needed, what content is needed for each page and creating and/or uploading all necessary content to the ePortfolio prior to building the actual presentation. Doing this will save a great deal of time during the process. Once this is done, follow the steps below to organize your content/layout.

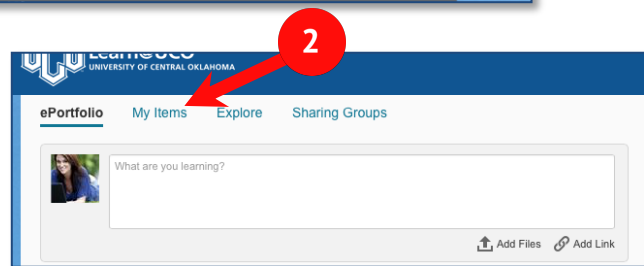
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Step 2:

Click on the My Items area.

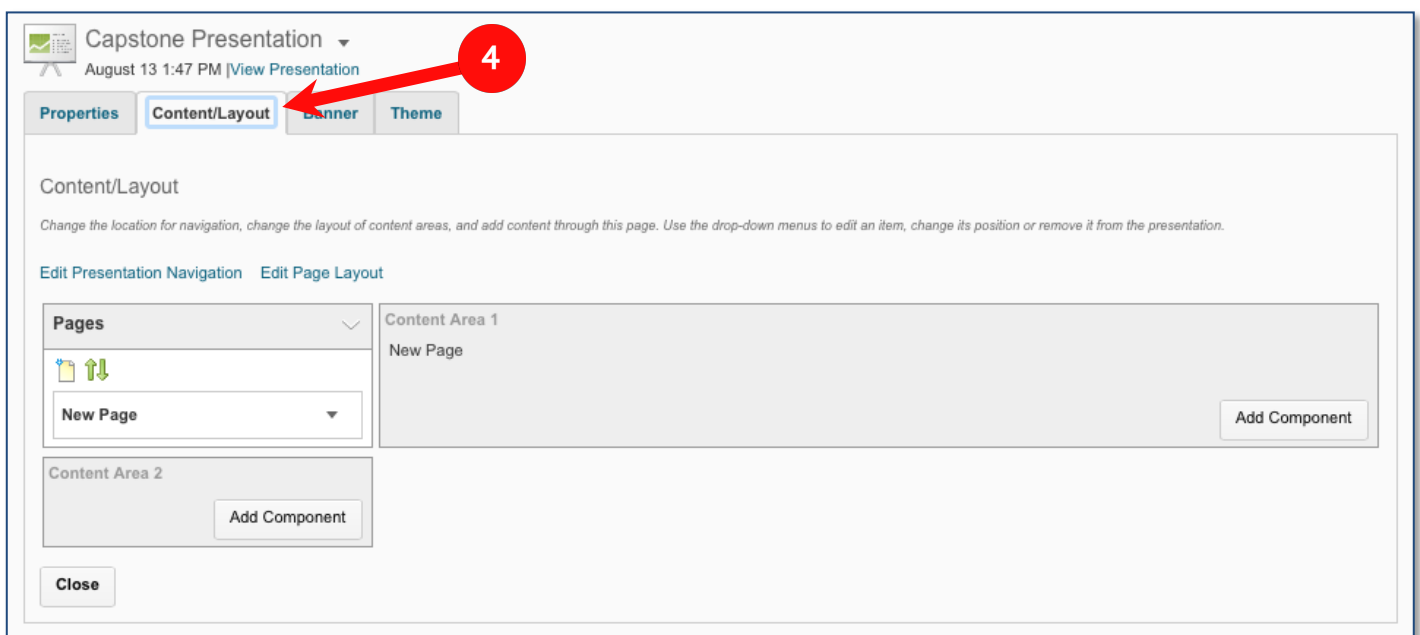
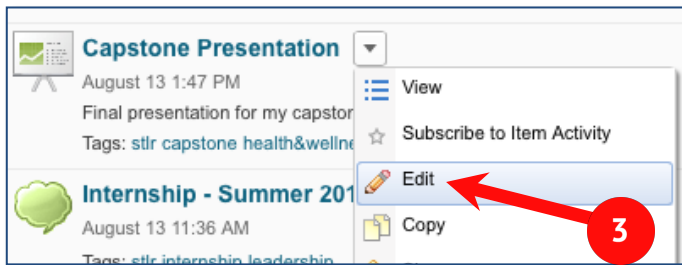


Step 3:

Find the ePortfolio presentation and select **Edit** from the dropdown menu.

Step 4:

Open the **Content/Layout** tab.



Step 5:

Your first page is already created for you. Edit the name of your first page by select the dropdown arrow next to the page title and select **Page Properties**.

Step 6:

Change the Page Name and click **Save**.

Step 7:

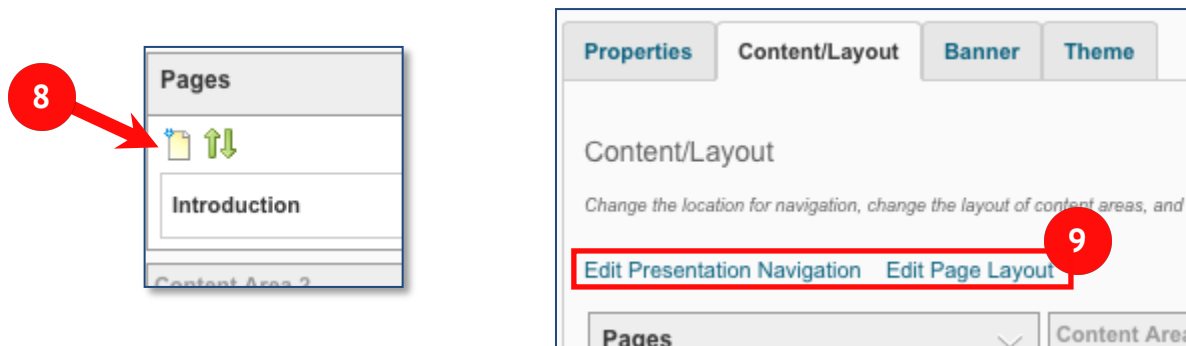
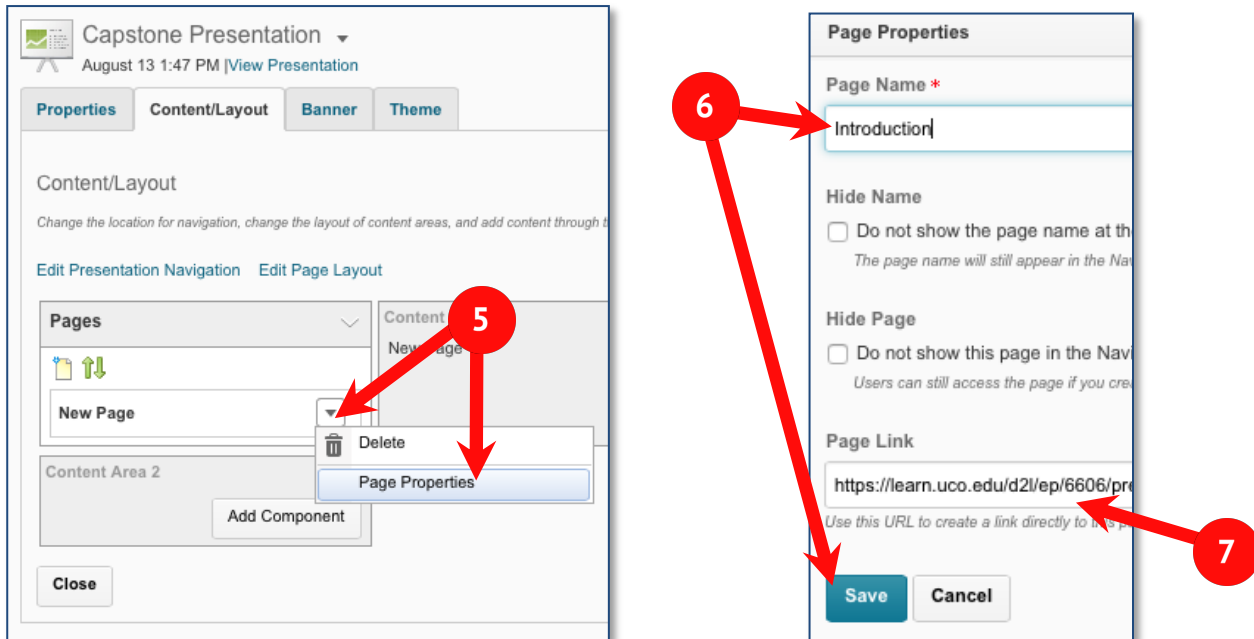
To link to a specific page in your ePortfolio, copy/share the Page Link from this window.

Step 8:

Add additional pages using the new page icon in the navigation area.

Step 9:

You can edit the navigation and basic page layout using the **Edit Presentation Navigation** and **Edit Page Layout**



EDITING BANNER TITLE & DESCRIPTION

Step 1:

Select the **Banner** tab in your ePortfolio presentation.

Step 2:

Edit the Banner title and description. ***NOTE: The banner description should be fairly short. How long depends on the theme chosen but typically no longer than 1 or 2 short sentences. Most of the content should be reserved for the content areas on the pages.***

Step 3:

Click **Save**.

