

ATTENTION: Students who are graduating after December 2009 are required to use the new e-portfolio template. We suggest you create a new portfolio from the template and reattach and/or re-link the artifacts over from the old template to the new required template if you have already started your e-portfolio. See directions below for how to create the e-portfolio with the new template.

Directions to create your e-portfolio:

1. Log into LiveText
2. Click on documents
3. Click on New
4. Choose a folder: Electronic Portfolio
5. Choose a template: Initial Certification (MAT & Undergraduate Program)
6. Type in a title
7. Save as new document

(You have now created the new e-portfolio which is in your documents folder.)

Revisions made to the new template are as follows:

- There is no longer an *Educational Links* page.
- There is no longer a *Teaching Philosophy* page. (This item may be attached under the *Other Documents* section on the *Additional Artifacts* page.)
- There is no longer a *Resume* page.
- The *ISL Archive* and *Apprenticeship/Practicum Documents* page have been combined into the *Additional Artifacts page* in the new template.
- The new template for the e-portfolio has only 3 sections now. It contains the *Title* page, *PAR* page, and the *Additional Artifacts* page.

See PAR attachment for ideas on how to convert the CFP artifacts to the new PAR page.

- *You only need a total of 9 artifacts for the PAR page.*
- *You will attach 3 artifacts per standard (Prepared, Able, & Responsive).*
- *You may only use an artifact once in your e-portfolio.*