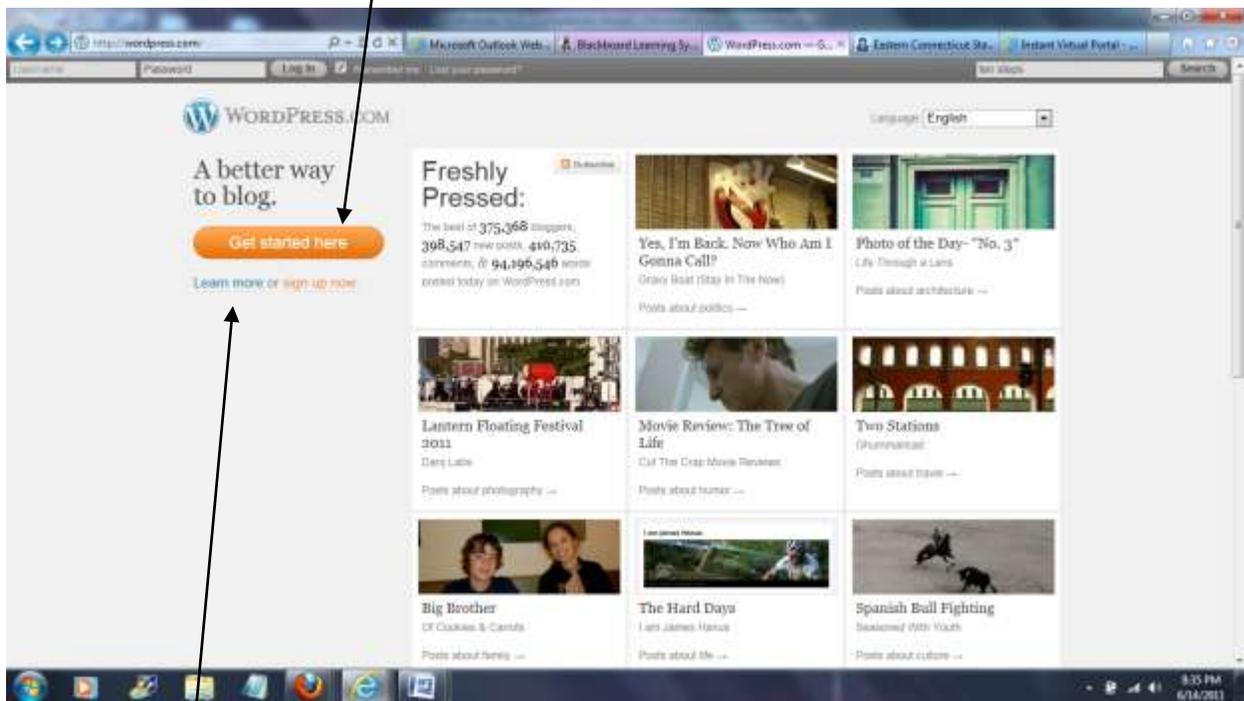# How to create a wordpress.com ePortfolio

For those who are starting out with developing a web presence, one may find that a blogspace like wordpress.com might be a good place to start an ePortfolio.

The first step is to go to http://wordpress.com .   One may directly sign up by clicking on get started here.

A10-step walk through guide for starting your blog is another good place to start - http://learn.wordpress.com/ .

Once you have a blogspace, you may share webpages with others. If you are developing an essay to share with an instructor, I would recommend first writing it in WORD, using grammar and spell checking, and then copying it to a new webpage in your blog. From the blogspace's dashboard, one would add a new page, copy the essay into the title box, title the page, then click on publish, view the page, and, if satisfied, copy the URL and send it to anyone with whom you wish to share the page.
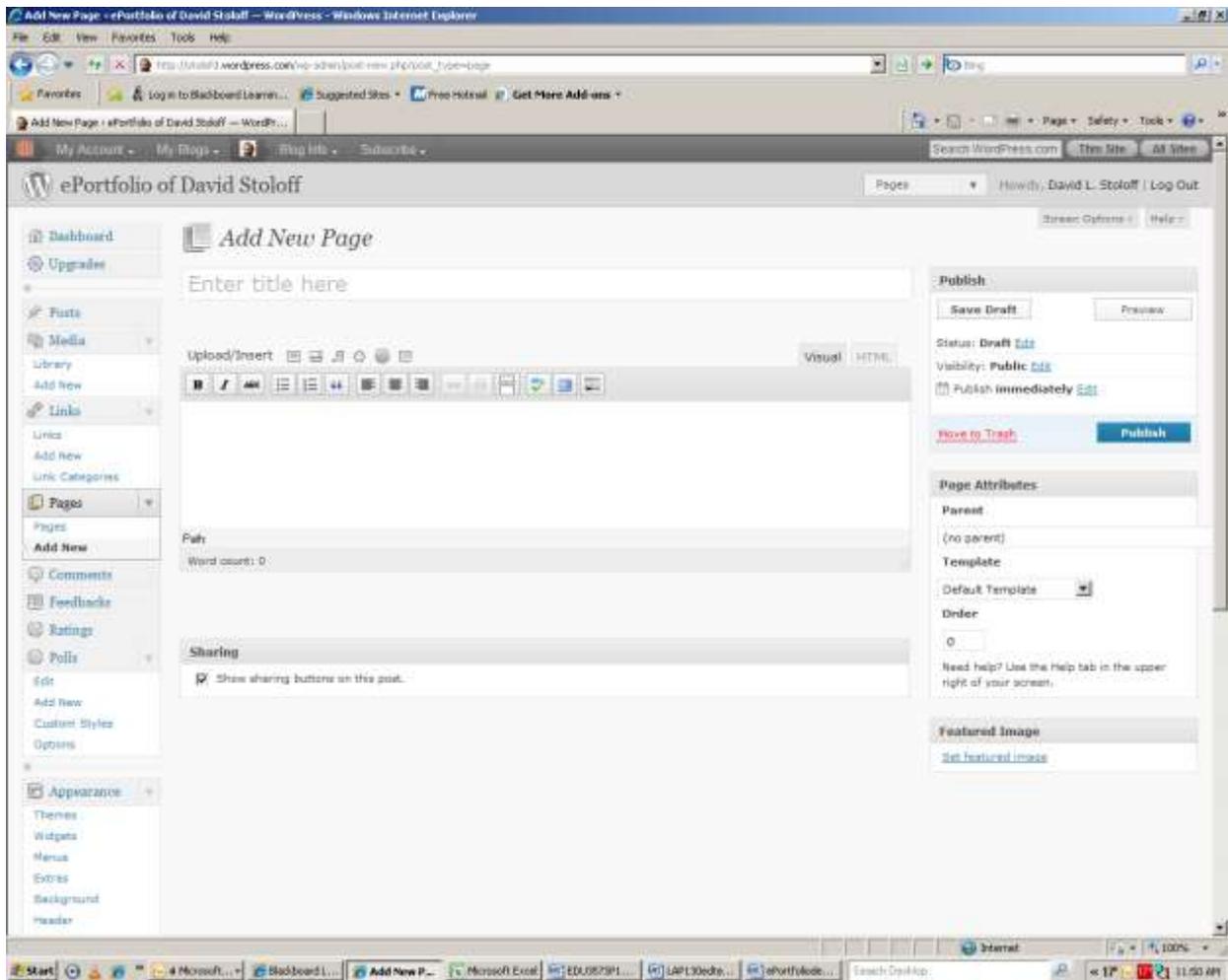
For more instructions, Professor Martin Seymour from the Communication Department has developed online modules on developing one's ePortfolio using WordPress at http://seym3stu.wordpress.com/getting-started/ .

A template for an Eastern ePortfolio with menu items that may be copied is found at http://stolofd.wordpress.com/.
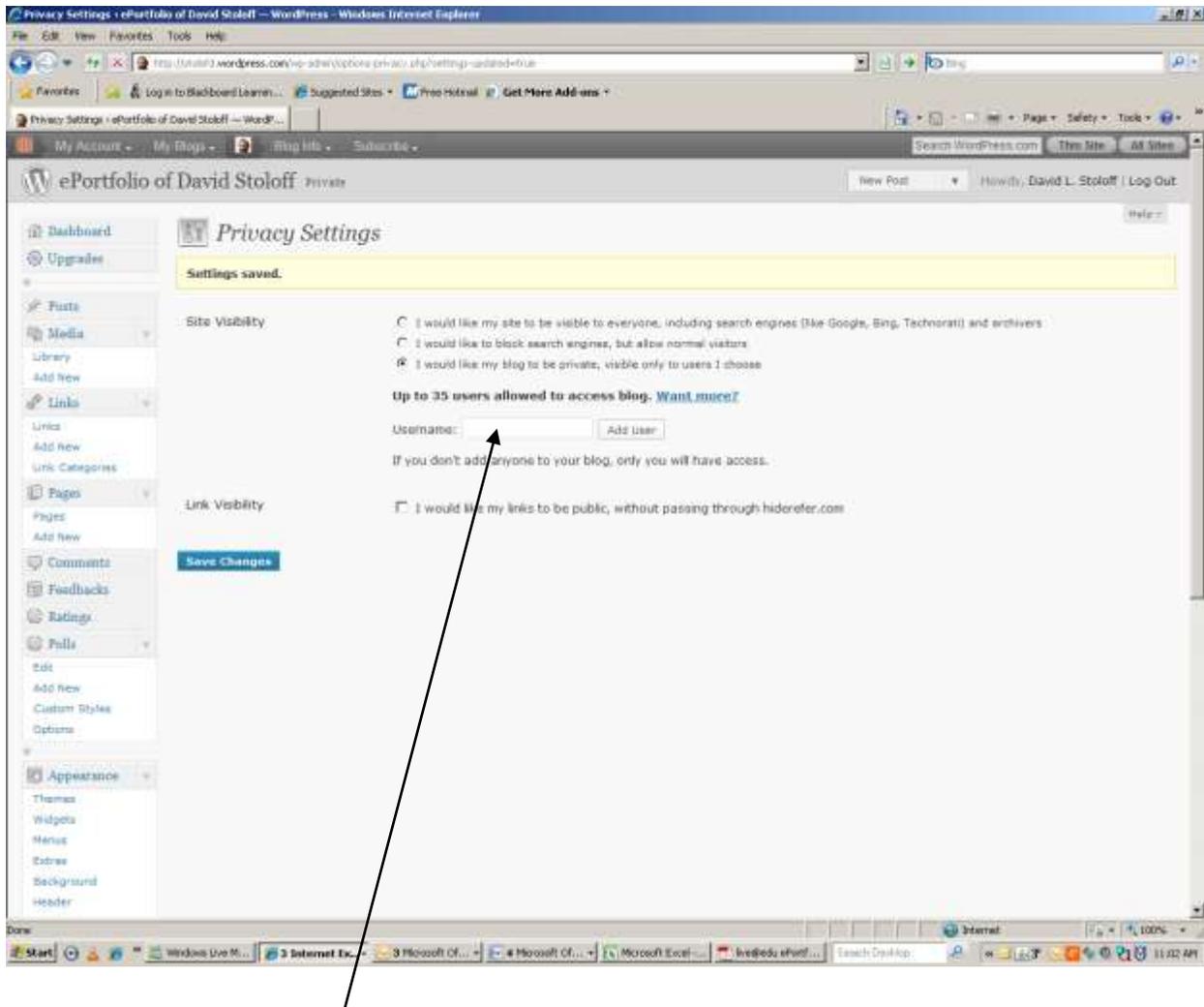
If you have any questions on the process, please connect Dr. Stoloff at stoloffd@easternct.edu .

A Note on Controlling Privacy

One may limit access to viewing a blog in wordpress. In the dashboard, under Privacy, this screen opens.
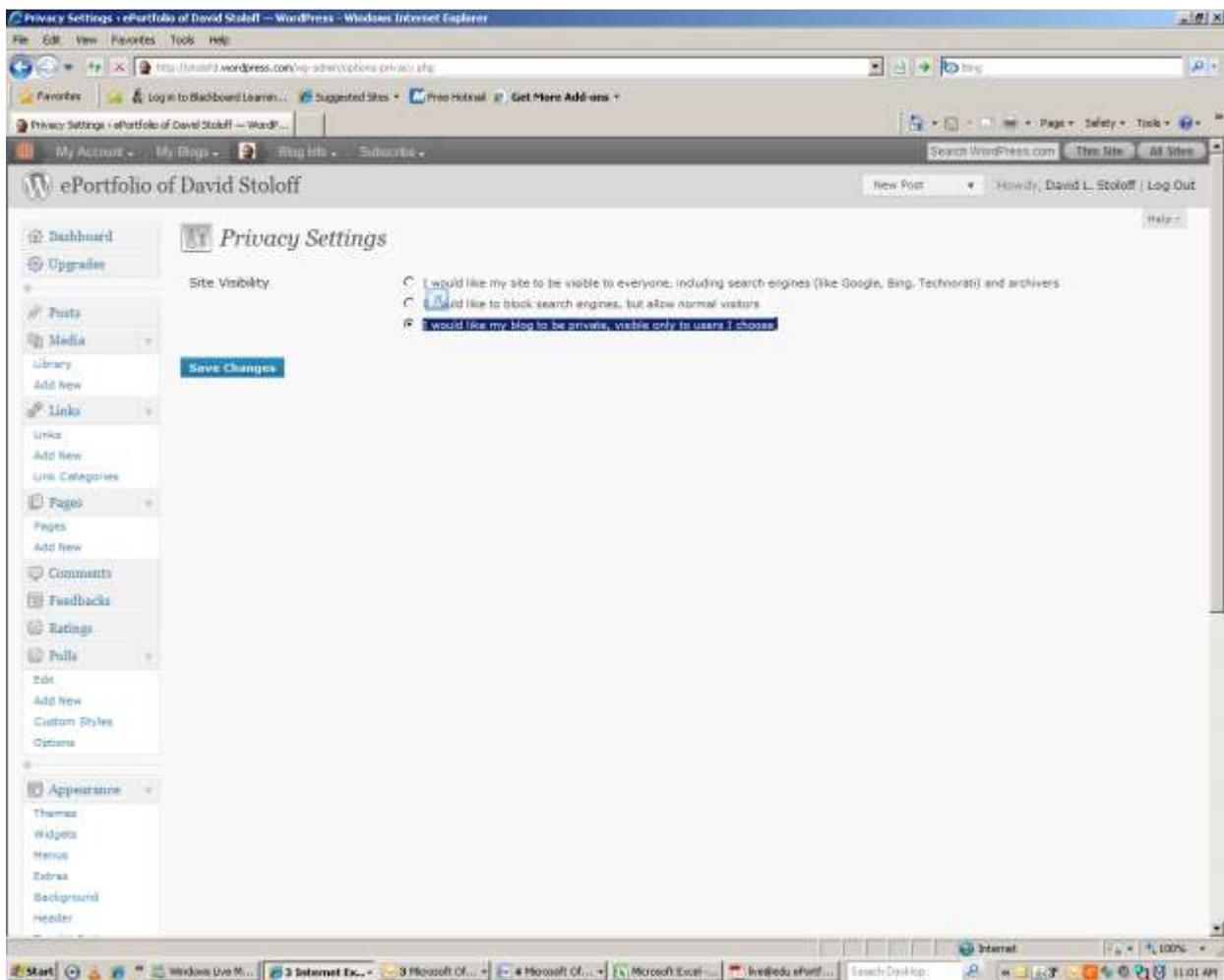
One of the options is "I would like my blog to be private, visible only to users I choose."   One may then invite up to 35 viewers to the blog.

To limit access to your ePortfolio but to all allow your instructor in this course to see your efforts, please type ecsueducation in the users box on this privacy settings page.

If you have large documents - video files, graphics, pdf files – you might consider making use of the skydrive in live@edu that is attached Eastern's email system. The following notes introduce one to the process.

How to create a live.edu SkyDrive – to the clouds!

Developed by Anne Muessel, History/Social Science and Environmental Earth Science major, Fall 2010 FYR 174 Peer Mentor
and Dr. David Stoloff, Professor, Education Dept., Eastern CSU (June 25, 2010)

Below you will see a way to connect your Eastern email on live.edu to a skydrive – a 25 gigabyte online storage cloud.

1. Logging in
    Eastern CSU is in a partnership to offer live.edu accounts to all enrolled students and alumni. To access these accounts, students need to go to Outlook Live at http://outlook.com . Those who have access to this site should see …
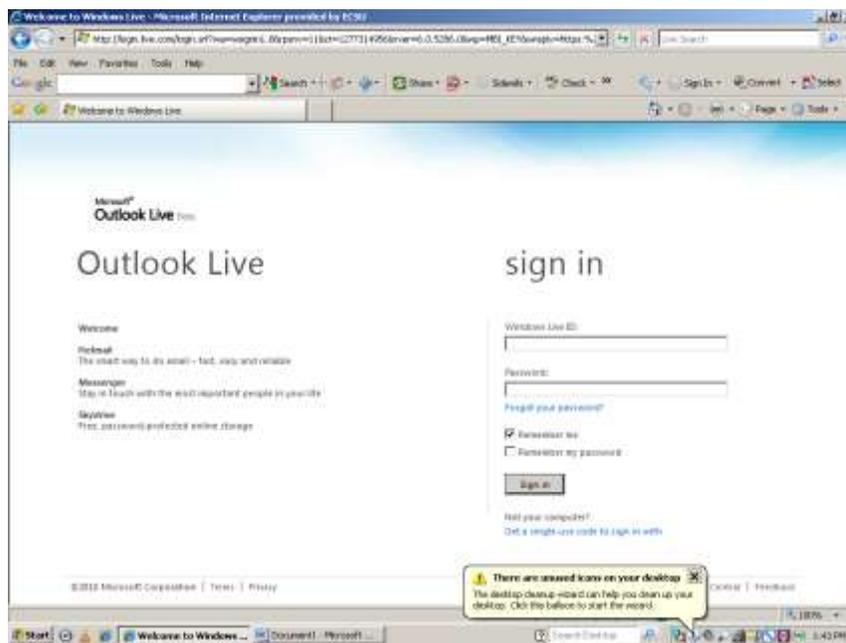
Students' Windows Live ID would be the same user's name as issued on campus – lastnamefirstinitial (or several initials and numbers)@my.easternct.edu – generally - lastnamefirstinitial@my.easternct.edu
Your password should be the same as the one you use for accessing computers on campus.

After logging in, students will see their email account on live@edu, which has 25 gigabytes of storage space. Faculty members will continue to have their email accounts hosted locally and their email addresses will remain username@easternct.edu. The University MS Outlook email for faculty and staff will be linked into the live@edu email system, creating a common address book.

The student email page looks like this …
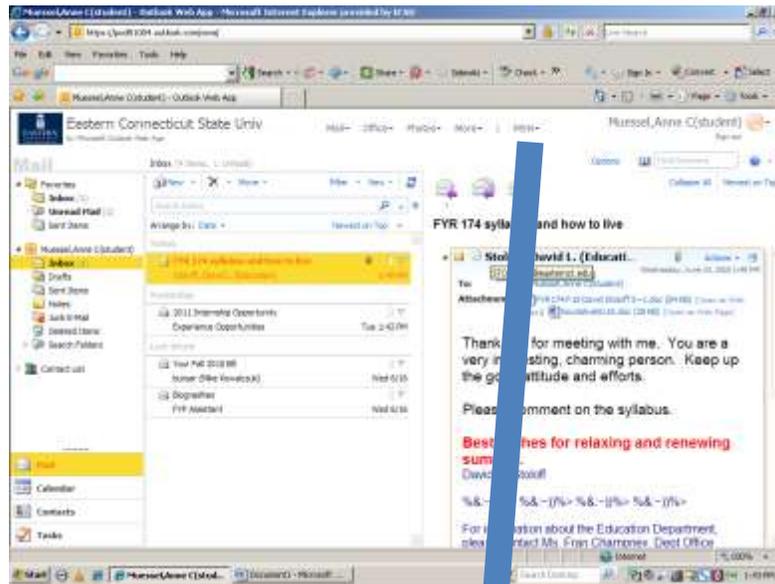
2. Adding files to the SkyDrive

Pull down the menu by More and select SkyDrive. You will see then …
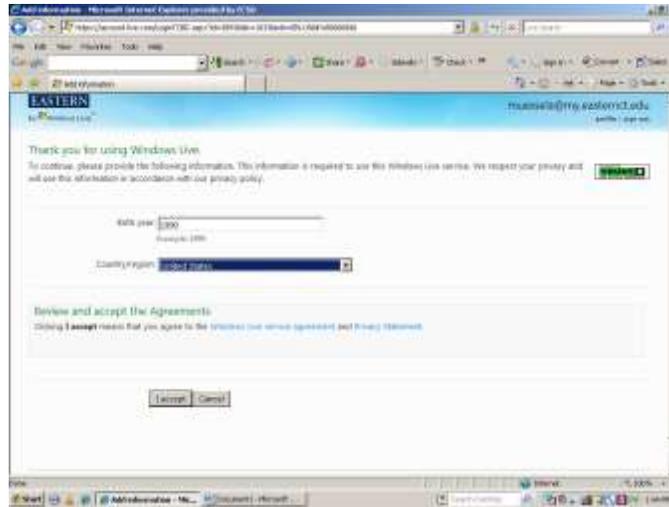
which asks for some general personal information – year of birth and country – to avoid scamming systems. You should only need to deal with this webpage the first time.

The SkyDrive initial page looks like this …

Add a file by clicking on Add files in the menu bar on this page.

Choose to add a file or several at once from your desktop using this standard browsing, attaching process. There is 25 GB of storage space I the SkyDrive, but one may not upload files larger than 2 GB at one time.
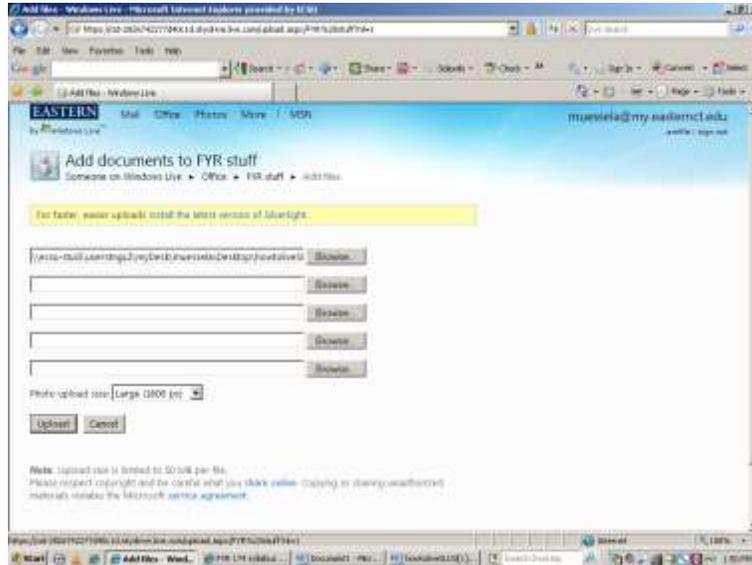
Notice how the file is saved in a public or a locked folder. If the file is public, it will be open to all who have a live.edu account to view.

If locked, you must give permission for viewing. Click on the locked my document folder. Then share documents in the folder by editing the permission and including those people you wish to have access to the document. For example, if you wish to give permission to view a document to your professor in live@edu, please use this email address that includes their Eastern login @live.edu. For example for Dr. David Stoloff, the email would be ecsueducation@live.com – to invite me to view the files in your SkyDrive folder. One can make multiple folder with different permissions for access. It would be a good idea to create a large semester folder and sub-folders within Fall 2011, for example, for each of your courses. Then you can grant your instructor access to view document in the sub-folder for only the course you share.
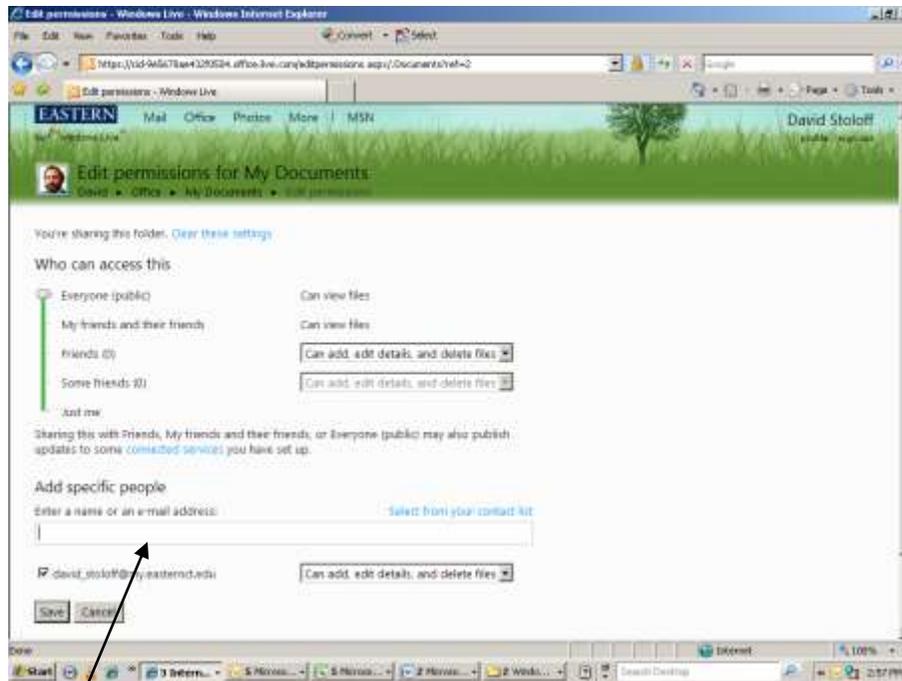
For this course if you wish to limit access to only the instructor of this course, then in the box under add specific people, type ecsueducation@live.com .