

# ePortfolio Development

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Dr. Norm Asper – TST161

When you developed the first iteration of your **Portfolio cover page**, you were instructed to:

## **Collect the documents in electronic form and store in a single archive folder.**

- Set up an electronic filing system and set up a naming system for computer-created documents.
- Set up sub-folders for each design activity. Sub-folders should also be created for activity descriptions, and these descriptions should be archived separately. Identify the most appropriate storage and presentation medium (i.e., flash drive, computer hard disk, local-area network, a WWW server, CD-ROM, etc.).
- Digitize images using scanner or digital camera.

## **Creating a new ePortfolio:**

1. Open a new document in Power Point or Publisher titled “Creative Design ePortfolio”.
2. Import (or create a new) cover page maintaining the Creative Design identity.
3. Create a table of contents. **Note:** If the ePortfolio were to be published, the outline could serve as links to each section.
4. As each activity is returned graded, you should make appropriate corrections. You would not want people viewing sloppy or incorrect work. You will then create an electronic file (scanned or digital photograph) of the corrected activity.
5. Create at least one new page for each of these activities listed on the attached “**ePortfolio Evaluation Form**”. Each entry will have a title and a paragraph caption describing the activity at a level appropriate for a person unfamiliar with the activity. Each section should also include preliminary practice activities that you feel support the intensity of your effort in that area.  
**Note:** The descriptions are best written in a word processing notepad and then imported into the ePortfolio document. This makes for easy editing as well as future refocusing.

**Conversion:** When completed, the document will be **saved as a PDF**. The original Power Point or Publisher files should be maintained for future editing. It is the PDF file that will be submitted through “SOCS” for grading.

# ePortfolio Evaluation Form

## Creative Design – TST 161

Dr. Norm Asper \_\_\_\_\_

1. \_\_\_\_\_ (10 pts) **Cover** w/logo, title, semester, and author.
2. \_\_\_\_\_ (10 pts) **Table of Contents** establishing page layout.
3. \_\_\_\_\_ (5 pts) **Design Communication** activity.
4. \_\_\_\_\_ (5 pts) **Designer Profile** research activity.
5. \_\_\_\_\_ (10 pts) **Orthographic** sketching activity.
6. \_\_\_\_\_ (10 pts) **Isometric** sketching activity.
7. \_\_\_\_\_ (10 pts) **Perspective** sketching activity.
8. \_\_\_\_\_ (7 pts) **Shading** activity.
9. \_\_\_\_\_ (7 pts) **Shadowing** activity.
10. \_\_\_\_\_ (6 pts) **Texturing** activity.
11. \_\_\_\_\_ (10 pts) **Anthropometric** research activity (including manikin).
12. \_\_\_\_\_ (10 pts) **Term Project** team activity (including poster).

\_\_\_\_\_ **Total**