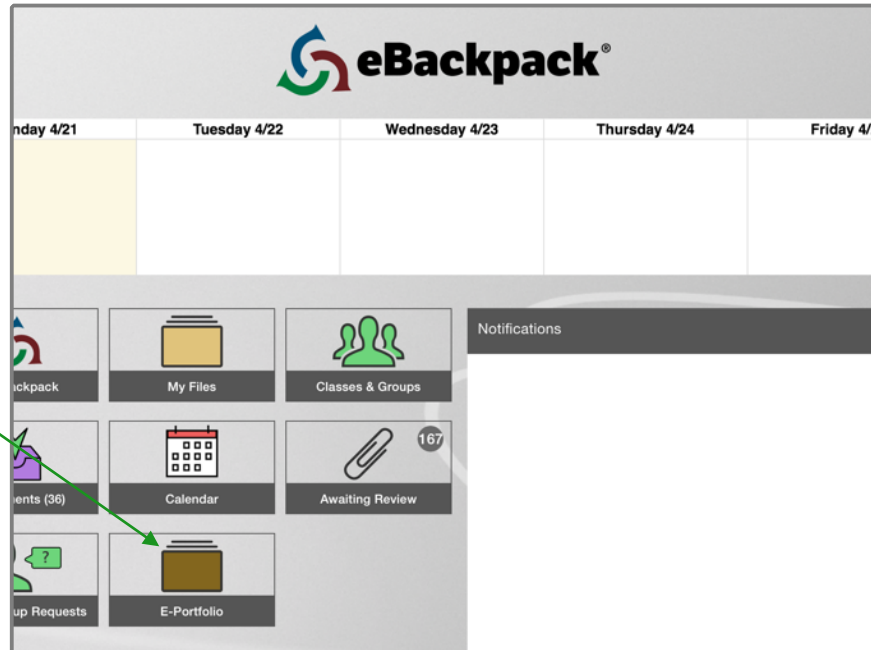




Using the ePortfolio folder in eBackpack

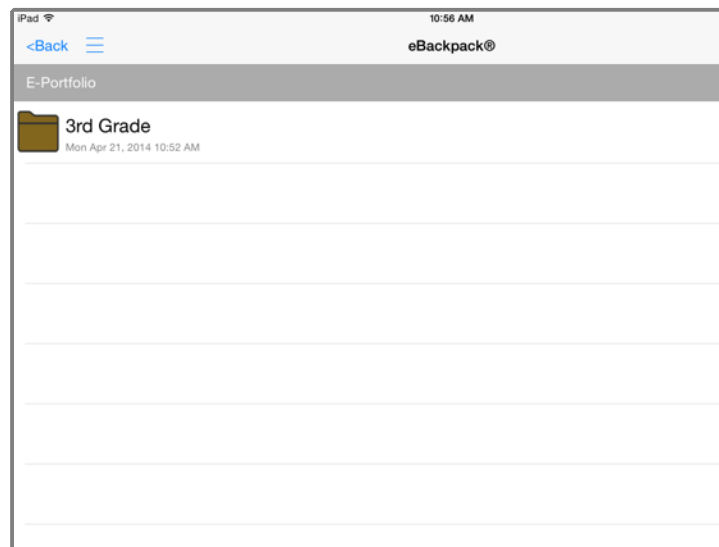
Step 1

Select the E-Portfolio icon in the eBackpack Home Screen window.



Step 2

Select the current grade folder



Note to teacher: If the student has handwritten work, he/she should use the iPad camera to capture the work and save it to their eBackpack's ePortfolio. If the work is in the Pages app, start in the app and use the "open in" function to export to eBackpack. See pages 4 thru 7.

Step 3

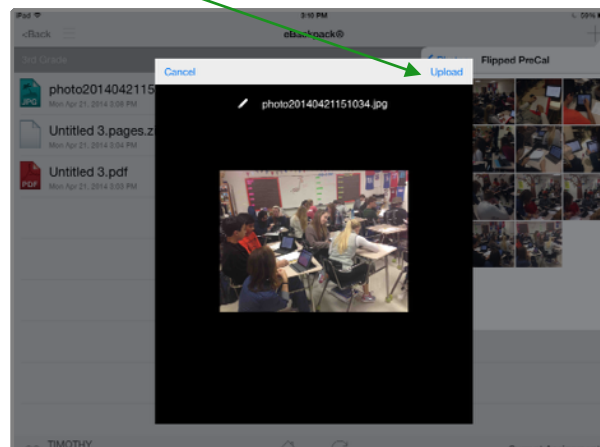
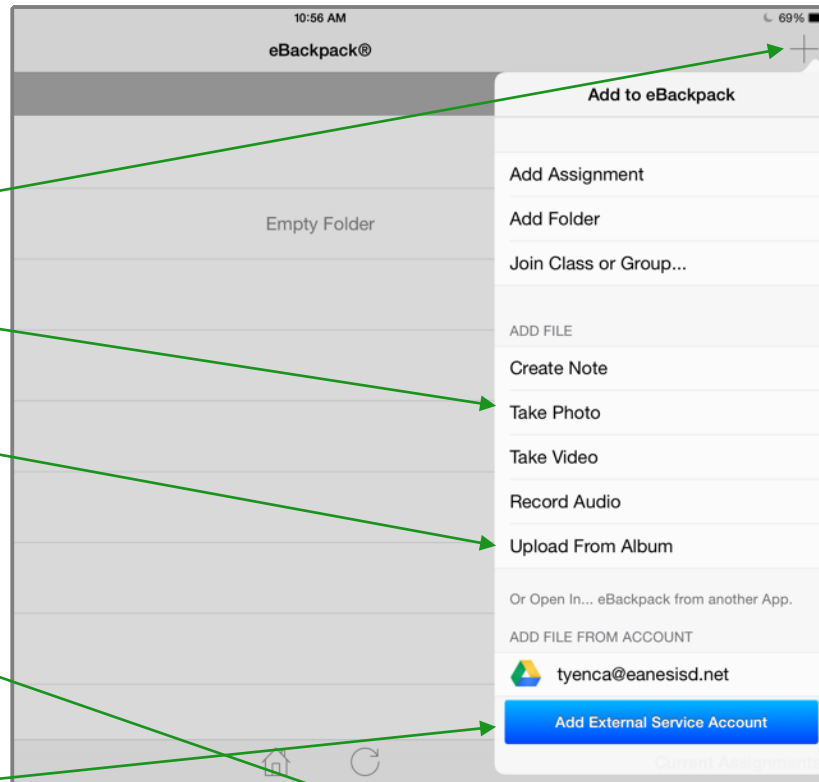
Click on the plus sign in the top right of window

Choose "Take Photo" to activate camera

Choose Upload from Album if the item is in the Camera Roll (existing picture or video)

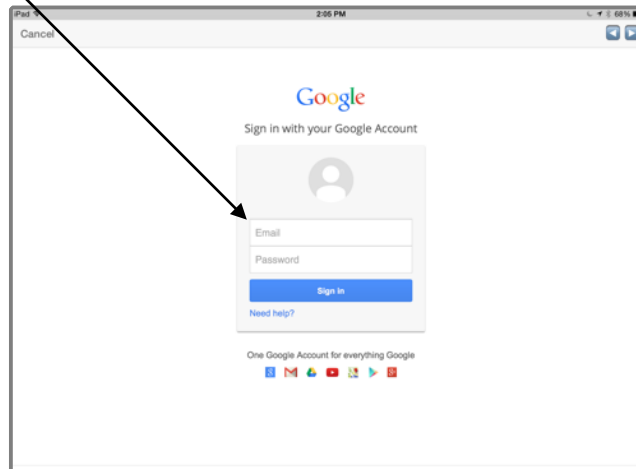
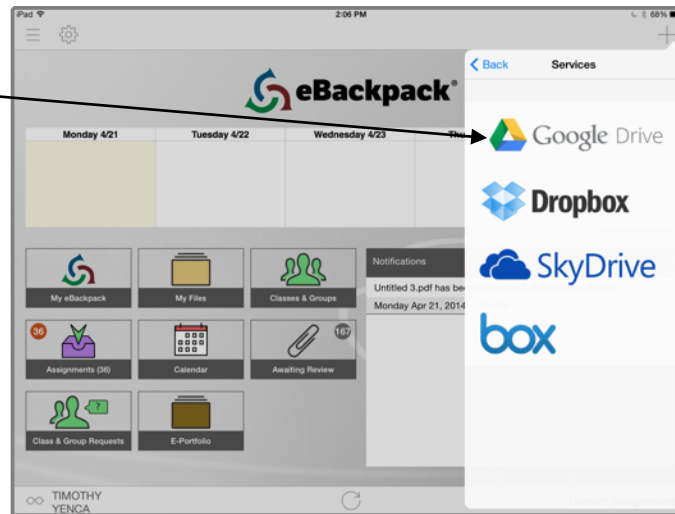
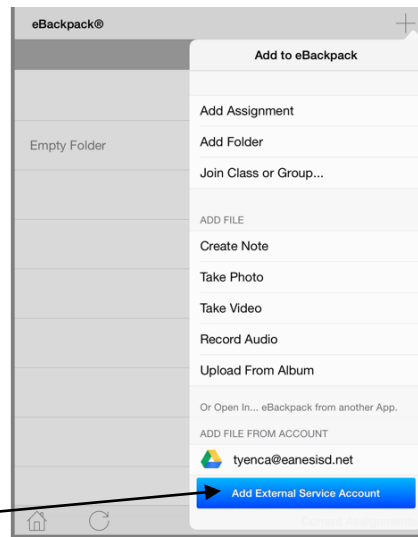
Once you choose the item be sure to select "Upload" in the next window

If student work is in Google Docs, add file from external service by connecting to Google Drive. If this is needed, see setup directions on the next page.



How to connect Google Drive to eBackpack

1. To add google drive to eBackpack choose "Add External Service Account"
2. Choose Google Drive on the next window
3. Enter in your complete Eanes email address and Novell password.

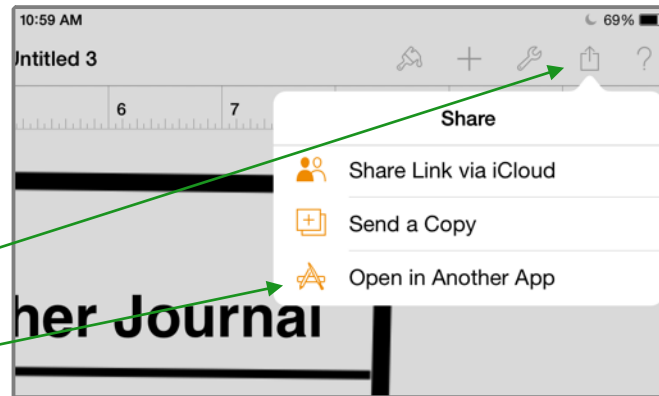




If student work is in Pages, follow these steps to copy it to eBackpack's ePortfolio.

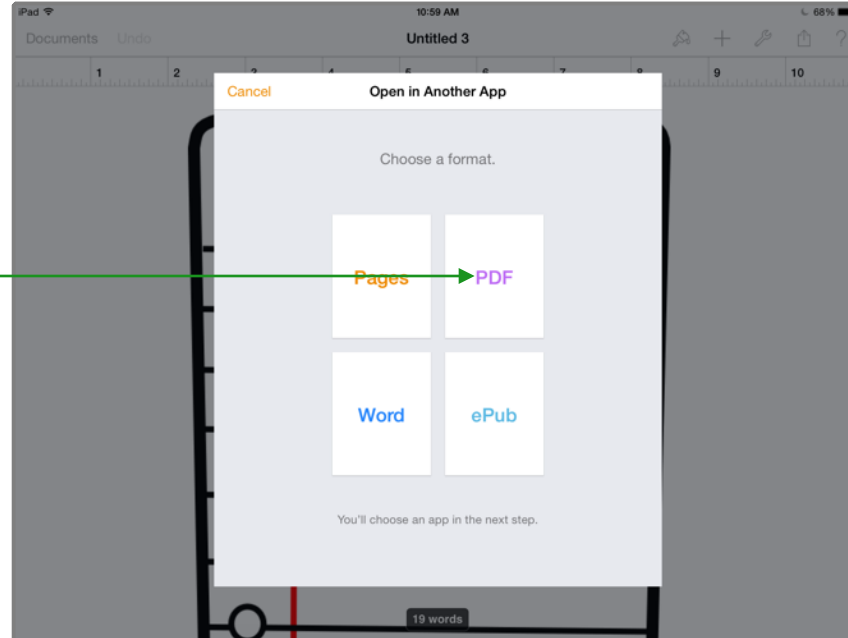
Step 1

- Open the Pages app and find the work to be saved to the ePortfolio.
- Choose the Share icon in the top right corner.
- Choose "Open in Another App"

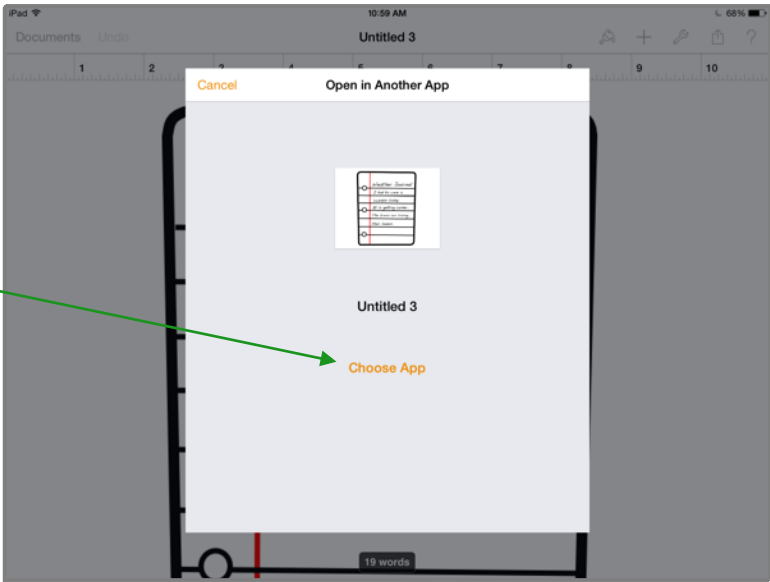


Step 2

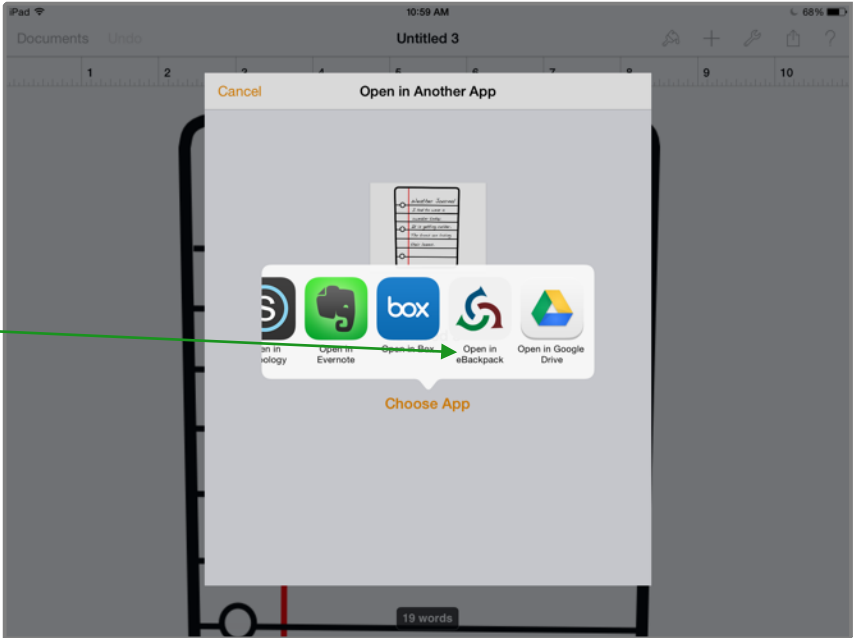
Choose a format. PDF is recommended.



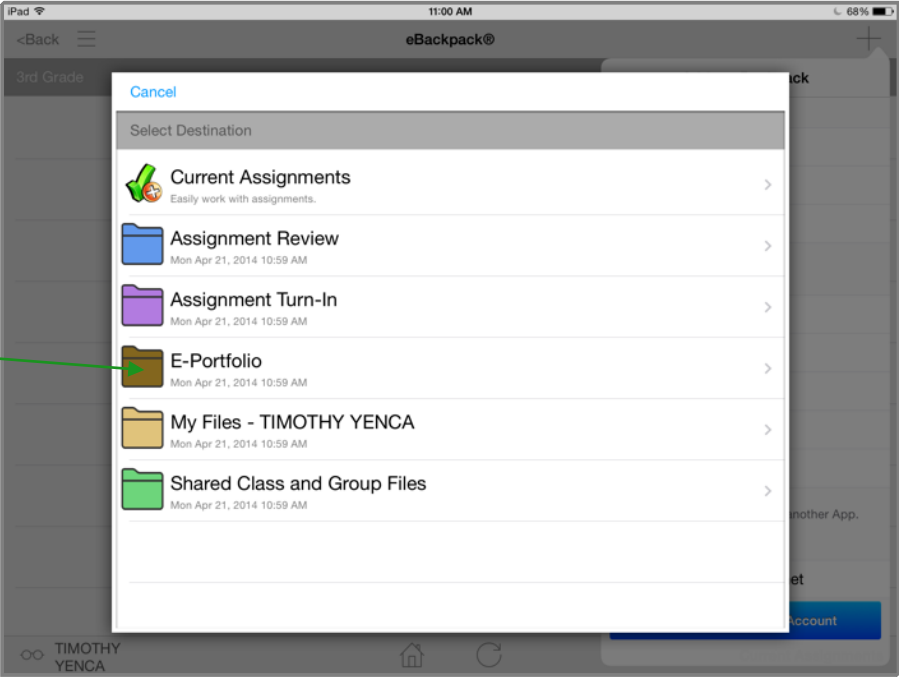
Step 3
Tap on "Choose App"



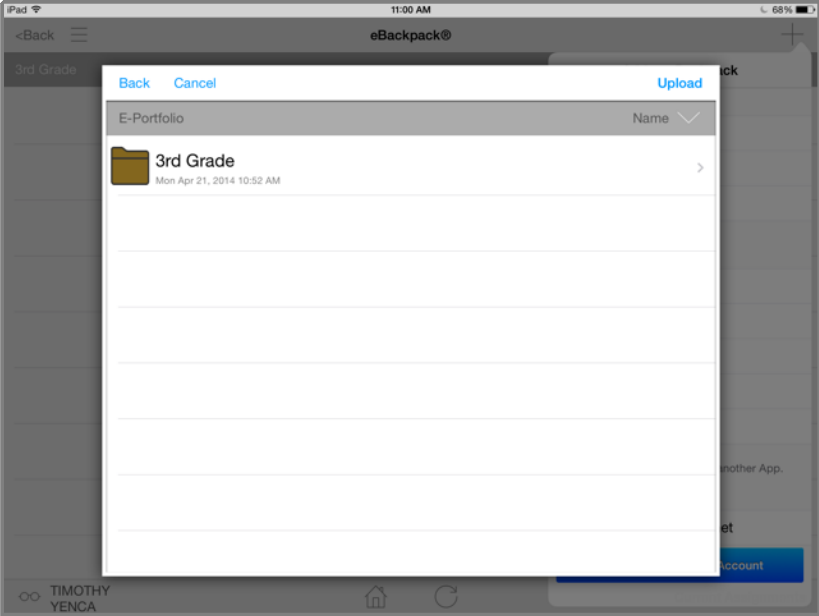
Step 4
Locate and choose the eBackpack app in the list



Step 5
Locate and choose the E-Portfolio folder in the list



Step 6
Locate and choose the student's current grade folder



Step 7
Tap on "Upload"
A copy of the file will now be
located in the eBackpack
ePortfolio

