

PebblePad Introduction

Date:	May 2011
Location:	Trinity Saint David
Unit of work:	PebblePad Introduction
Session Aim	Introduction to an e-portfolio for APEL
Session objectives:	The learner should be able to: ▪ Discuss the use of an e-portfolio ▪ Create and name a webfolio ▪ Upload assets on PebblePad ▪ Create and save a page in the webfolio
Equipment needed:	Computer, internet access, handouts, activity sheet.

1. Introduction

Aim – Introduction to an e-portfolio for APEL *PowerPoint*

- Questions –
- Different IT programmes – Word / Powerpoint /
- General use in work
- Check previous knowledge –Has anyone ever used PebblePad before? Another ePortfolio?

Objectives – The learner should be able to:

- Discuss the use of an e-portfolio
- Create a web folio
- Upload assets on PebblePad
- Create and save a page in the web folio

2. Development

- What is PebblePad?
 - PebblePad is a learning space. "a purposeful aggregation of digital items - ideas, evidence, reflections, feedback, data etc - which 'present' a selected audience with information about the subject of that ePortfolio"
 - Demo using About PebblePad webfolio
- Key features
 - Webfolio – PebblePad's name for the portfolio
 - Meeting notes
 - Blogs
 - Action Planning
 - Reflection
- **SECOND TIME**
 - Users have been logged in to computers using generic logins provided by IT
 - Users will login to PebblePad using these generic logins (provided by trainer)
 - A sample file and image should be available in the generic users documents – this will now be uploaded as an asset (trainer to help users navigate to these files)
 - **Upload file**

- Select the 4th pebble – Upload a file
- Select 'Single File'
- A new window replaces the 'homepad'
- Add a title by typing into the box e.g. '**learning styles**' (?)
- Select the icon on the bottom right-hand corner – 'upload file'
- A new window will open
- Click on the 'browse' button and find the '**learning styles**' (?) file
- Select file, and click on 'upload'

3. Demonstration

Demonstration

- Accessing PebblePad through Blackboard
- <http://www.trinitysaintdavid.ac.uk/en/> > Current Students > Blackboard (left-hand side) > PebblePad (top-bar) > Launch PebblePad in this window > login
- Or <http://pebblepad.trinitysaintdavid.ac.uk/>
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4. Features to be demonstrated in this session

○ Create a webfolio

- Select 1st Pebble – Create New
- Select on 'more'
- Select 'webfolio'
- In the pad that opens there are areas to add a **title**, **select a tag** and add a description for your webfolio
- Click either the number 2 button or the next arrow on the navigation bar to move to the next section.
- **Choose template**
 - This section is where you can pick a template for the style of your webfolio.
 - Click the drop down box and select a template. Once you have chosen a template you can click the coloured boxes below the small preview area to select a different template within the same theme. You can also create your own template by scrolling down to create new template. (see templates help for more information.)
- Click the number 3 button or the next arrow on the navigation bar to move to the next section.
- **Navigation bar**
 - This section allows you to define where you want to place the navigation bar on the pages of your webfolio. You can place the navigation bar on the side or at the top of the webfolio. You can also place the sidebar left of the webfolio or to the right.
- You can preview your selection by clicking the magnifying glass at the bottom right of the pad.
- Click the number 4 button or the next arrow on the navigation bar to move to the next section.
- **To add a page**
 - click in the box which says [Enter Page Title Here] and type in a title for your page
 - Click the downward chevrons to add the new page to the webfolio

	▪ Repeat this process for as many pages as you wish to add ▪ You can re-position the pages, by clicking on the page title in the list and using the up and down arrows, on the left of the box ▪ Edit page ▪ You can edit the content of a page by clicking on the edit page icon at the bottom of the pad ▪ You can also double click on the page title for quick access to the webfolio editor for you to add or edit your page content ▪ Font colour, type and size ▪ Add multimedia element to the sidebar ▪ Add a link to your webfolio ▪ Link to another page in your webfolio ▪ Add a tooltip to a word or phrase (annotation / glossary) ▪ Items ▪ You can embed items as separate pages within the webfolio, these include: ▪ webfolios - You can place an existing webfolio within the webfolio you are creating. When a viewer clicks on the webfolio the pages of the embedded webfolio will appear as subheadings in the webfolio navigation menu ▪ blog- You can embed a blog as a page in a webfolio this will include all the postings to the blog ▪ profile- You can add a profile to your webfolio. This will include all the evidence attached to the profile. Once added, the profile can be updated and evidenced from within the webfolio ▪ Flickr photo sets - If you have accessed your Flickr account through PebblePad you will see your Flickr photo sets. You can add one of these by selecting a set and then clicking the icon on the bottom right of the pad ▪ Tag ▪ Adding a tag as a webfolio page simply adds all assets with the chosen tag to a page as a date ordered list. If a tag contains only images the page will be displayed as a gallery. ▪ Click either the number 5 button or the next arrow on the navigation bar to move to the last section. You can choose to do a number of things with the webfolio asset you have just created: ○ Pointers:- ▪ Always click the '✓(tick)' to accept and save changes ▪ Think of a webfolio as a website ▪ Think of a page within the webfolio as a series of sections – • A section / paragraph with an image next to it • A section / paragraph with just text • An image only
5. Examples	
Use the About PebblePad webfolio – explain that it is available on the LATERAL Gateway	
6. Questions	
Check knowledge and understanding: How do you access PebblePad? How to you access an asset? How do you create an asset?	

7. Outcomes

Features of teaching

- Introduce
- Present
- Demonstrate
- Remind
- Explain
- Exemplify
- Question
- Conclude