



SWANSEA METROPOLITAN UNIVERSITY
PRIFYSGOL FETROPOLITAN ABERTAWE

PebblePad: Publish assets to a gateway

Gateway

A gateway can be thought of as an institutional space - the place where assets can be published for viewing by other users such as tutors or peers.

Access is controlled by permissions, so on some gateways users may be able to publish items but not view other people's work.

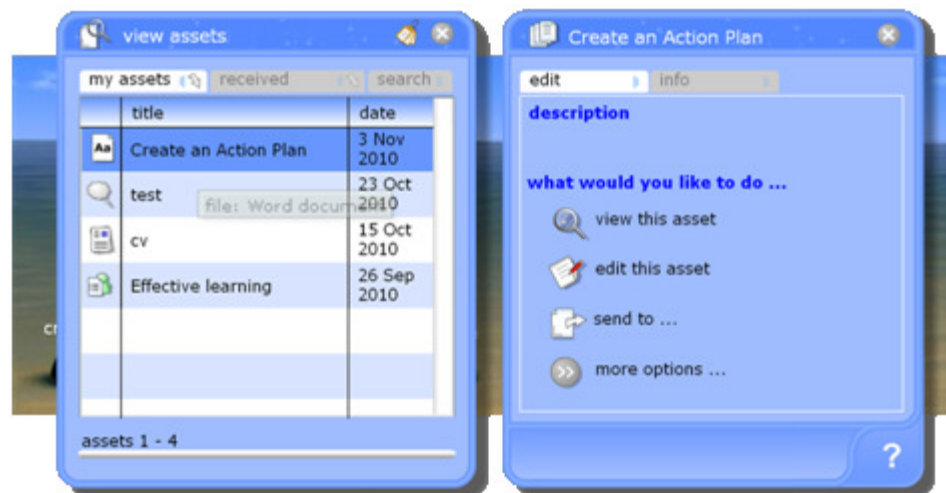
N.B: The assets submitted will not be available for other students to view, do not share your assets with other students!

Publishing to a Gateway

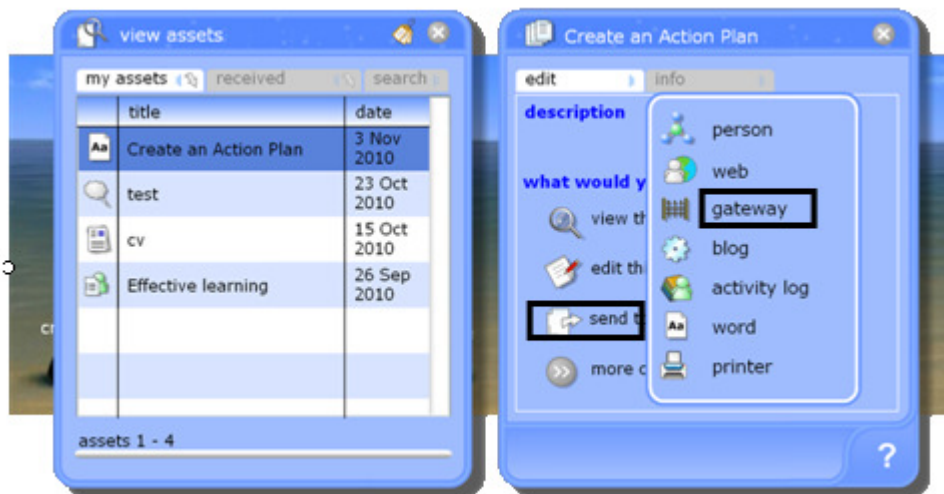
Select ► **View** ► **My Assets**



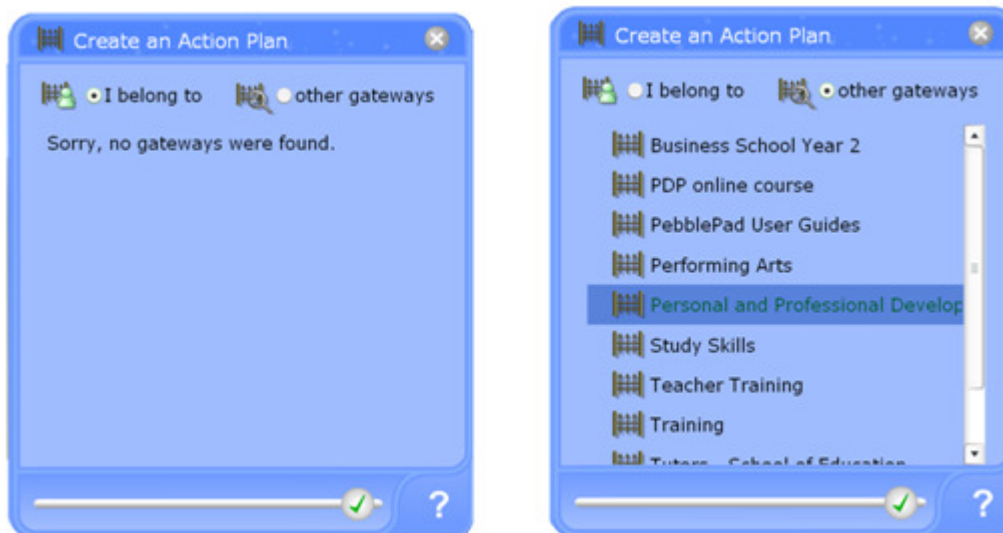
Select the asset you want to publish.



Click on **send** and select **gateway** from the list.



Select **other gateways** and then click on **Personal and Professional Development** from the list then click the green tick.



Personal and Professional Development Year 1 ⓘ

Students to submit work on PDP

Main Gateway > **Personal and Professional Development Year 1**

Gateway 

Gateway Information ⓘ
P123456 - Joe Bloggs (User)
Allowed to: Publish

On gateways I belong to find keyword:  Show 10 gateways ⓘ Unlocked Tutor Blog

 More Gateways ⓘ

☒ I belong to ☐ Tree view

 **Personal and Professional Development Year 1**

 Gateway Resources (1) ⓘ

Type	Title	Owner	Published	
	Create an Action Plan	Masurier, Angela	03/11/2010	Copy

 Published Items   Filter

Type	Title	Published	Modified	Published By	Grade	
	Create an Action Plan	08/11/2010	03/11/2010	Bloggs, Joe		  

The PebblePad ePortfolio © system has been developed by Pebble Learning in collaboration with the University of Wolverhampton, Swansea Metropolitan University & Prifysgol Ffrwyddol Abertawe. It is responsible for this installation of PebblePad. Assertions made by users of the system are subject to this disclaimer and this code of conduct.



Gateway resources are published by your lectures and will contain items such as previous tutorials and activities to complete.

Removing an asset from the gateway

You can also remove an asset that you have submitted to a gateway. You will only be able to remove assets you own. When you remove an item from a gateway your action will be recorded in the gateway so whoever is responsible for managing the gateway will be able to see you have removed an item although not what you have removed.

There are two ways of removing items;

- If you are viewing the gateway locate the asset and click on the dustbin on the far right of the gateway next to your asset.
- If you have the overview pad open for an asset, click on the info tab at the top of the overview pad and then on the gateway link and you will see a list of any gateways the asset has been submitted to. Click the gateway you want to remove the item from and then click on the dustbin icon on the bottom right of the pad. The gateway will no longer be listed in the published list indicating that the asset has been successfully removed.