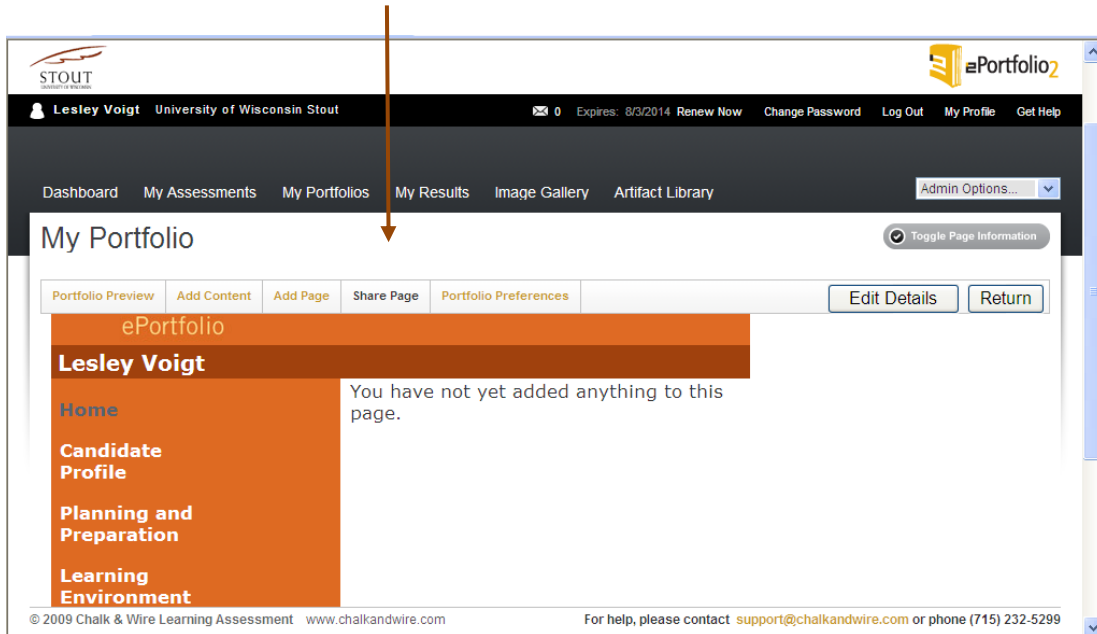


How to Share Your Portfolio to be Reviewed

1. Log in to your portfolio and click on the My Portfolios tab.
2. Choose 'edit' next to the portfolio you wish to share.
3. From any page, select 'Share Page' along the top



4. Follow the prompts and select defaults.
 - a. Share with secure URL
 - b. Share the whole portfolio
 - c. Select a date far enough into the future to allow for review
 - i. Leave the password fields blank
 - d. Copy/Paste the provided URL into an email to the necessary people/person

Any questions, contact e-portfolio@uwstout.edu