

Basics

Learning Portfolio Checklist

Use this list to keep track of the things you can accomplish with the Learning Portfolio

Intermediate

Advanced

Pro

☐ Launch

Has created a Learning Portfolio via portfolio.newschool.edu
weeks 1-3

☐ Template

Has used the appropriate template.
weeks 1-3

☐ Menu

Template includes a navigation menu at the top of the window.
weeks 1-3

☐ Privacy

Has edited the privacy settings to make the portfolio accessible.
weeks 1-3

☐ About

Has edited the "About" Page.
weeks 1-3

☐ Posts

Has created multiple posts.
weeks 1-3

☐ Customize

Has edited the user profile, added an avatar, a background image.
weeks 1-3

☐ Process

Has included elements that show process.
Continuous

☐ Reflection

Has included written reflection on the items posted.
Continuous

☐ Featured

Has created a post with a featured image.
weeks 4-8

☐ Media Size

Has included appropriately sized and formatted media.
weeks 4-8

☐ Post Types

Has explored a variety of post types (video, standard, gallery, etc.)
weeks 1-3

☐ Galleries

Has created an image gallery.
weeks 4-8

☐ Media

Has embedded video or sound.
weeks 4-8

☐ Tags

Has added tags to posts to indicate themes.
weeks 4-8

☐ Categories

Has added categories to posts to create groupings of work.
weeks 4-8

☐ Year

Has used categories to identify the year the work was done.
weeks 4-8

☐ Courses

Has used tags or categories to identify courses.
weeks 4-8

☐ Menu

Has edited the menu, deleting items and adding new ones.
weeks 4-8

☐ Tags & Cats 2

Has gone back to add tags or categories to older posts.
weeks 8-15

☐ Editing

Has gone back to edit posts to highlight reflection.
weeks 8-15

☐ Widgets

Has added widgets to the sidebar or footer.

☐ Plug Ins

Has explored plug ins (fonts, tables, image widget, etc)

☐ Jetpack

Has activated the Jetpack plug in suite.