

LIVETEXT

How To:

Complete a portfolio assignment

ALPS PBA 1.1: Core Values

● Not submitted January 21, 2017

Begin Assignment

LTDEMO - Section 1

ALPS PBA 1.2: School Culture

● Not submitted January 21, 2017

Continue Assignment

LTDEMO - Section 1

ALPS PBA 1.3: Family Community Engagement

● Not submitted January 21, 2017

Begin Assignment

LTDEMO - Section 1

ALPS PBA 1.4: Distributed Leadership

● Not submitted January 21, 2017

Begin Assignment

LTDEMO - Section 1

ALPS PBA 1.5: Mission-Vision

● Not submitted January 21, 2017

Begin Assignment

LTDEMO - Section 1

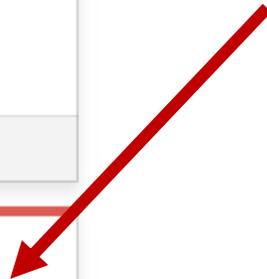
CLDE9999 CLDE Portfolio

● Not submitted January 21, 2017

Continue Assignment

LTDEMO - Section 1

1. From the Dashboard, click on the assignment you want to work on



CLDE9999 CLDE Portfolio

2. Click on "Create Document"

Assignment Details

Required Templates

 CLDE Culminating Experience (Summer 2015) [Create Document](#)

Optional Resources

 [Compressing a video for LT Document.pdf](#) 0.19M 

 [CLDE Culminating Experience_SU_15.pdf](#) 0.38M 

 Assignment Due **Jan 21, 2017 12:00 AM**
(137 days)

[Show More >](#)

Assignment Submission

CLDE Culminating Experience (Summer 2015)

This document is attached to the assignment CLDE9999 CLDE Portfolio

[Attach to Assignment](#)

The screenshot shows a document editor interface. At the top, there is a toolbar with several icons: a red arrow pointing right, a green arrow pointing left, a visitor pass icon, a document icon, a printer icon, a double arrow icon, a multi-colored square icon, and an eye icon. Below the toolbar, there are buttons for "Send this document for review", "Share this document", "Visitor pass preview", and "Document Properties". A red arrow points from the "Document Properties" button to a yellow callout box. The callout box contains the text: "3. Click on 'Document Properties' to change the name of the document". Below the toolbar, the document title "Video Reflection" is displayed with an edit icon. To the right of the title is a "Manage Content" button. Below the title, there is an "Edit" button, a document icon, and a trash icon. The main content area contains the following text: "Upload your 3-5 minute video in which you succinctly express what you have learned in the CLDE program. Go to file attachments at the bottom of this section and click on edit and choose upload new file. Remember that there are how to videos to help you with your CLDE portfolio on the SEHD assessment website at: <https://sehd.ucdenver.edu/assessment/>" and "Be sure that the file is a .mov, .avi, mp4, flv, or .wmv file type that is 50 MB or less. If your video is too large, please follow the compressions directions on the student resources page of [SEHD Assesment site](#) to compress your video prior to uploading. Your video should be recorded at 640X400 video resolution, this will ensure that the file will be small enough to upload."

Hide

Page List

- Video Reflection +
- Artifacts +
- Program Reflection +

+ Manage Pages

4. It is recommended that you add your name and the date to the title. This helps confirm that you are submitting the correct document at the end of the process.

Document Properties

Title

STUDENT DEMO | CLDE Culminating Experier

Description

Page Management

Unlocked Locked

Type

Portfolio

Layout

Multiple Page

5. Save any changes you make

Save

Cancel

CLDE Culminating Experience (Summer 2015)

by Student Demo

This document is attached to the assignment CLDE9999 CLDE Portfolio [Attach to Assignment](#)

- Send this document for review
- Share this document
- Visitor pass preview
- Document Properties

6. All the different parts of the assignment are listed here, click on the first one to start completing the assignment



Video Reflection

Manage Content

Video Reflection

- Edit
-
-

Upload your 3-5 minute video in which you succinctly express what you have learned in the CLDE program. Go to file attachments at the bottom of this section and click on edit and choose upload new file. Remember that there are how to videos to help you with your CLDE portfolio on the SEHD assessment website at: <https://sehd.ucdenver.edu/assessment/>

Be sure that the file is a .mov, .avi, mp4, flv, or .wmv file type that is 50 MB or less. If your video is too large, please follow the compressions directions on the student resources page of [SEHD Assessment site](#) to compress your video prior to uploading. Your video should be recorded at 640X400 video resolution, this will ensure that the file will be small enough to upload.

- Hide
- #### Page List
- Video Reflection
 - Artifacts
 - Program Reflection
 - Manage Pages

CLDE Culminating Experience (Summer 2015)

This document is attached to the assignment **CLDE9999 CLDE Portfolio** [Attach to Assignment](#)

7. The Artifact section might look like this, with many different components to submit

Send this document for review | Share this document | Visitor pass preview | Hide

Document Properties

Artifacts Manage Content

Instructions

For each of the TESOL standards below, please attach your artifact(s) as a Word Document or PDF to the text box. If you are submitting videos, attach the file through the file attachment edit link on the bottom of the text screen. Then, in the text box, write your brief reflection addressing the artifacts. See the document "CLDE Culminating Experience: Final Reflection" attached in Step One: Review Assignment Details at the beginning of your assignment submission screen.

1.a. Describing Language

Text for the first artifact reflection will go here.

1.b. Language acquisition and development

8. Click on "Edit" next to each item to complete the whole assignment

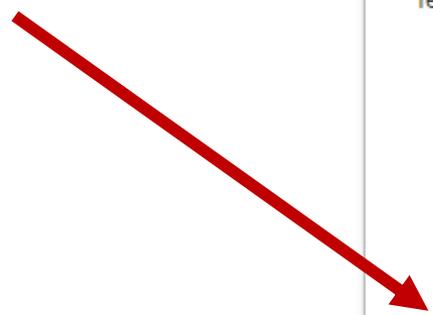
Section Editor Insert Image File Attachment

Save Changes Cancel Save & Finish

10. You can add images or upload files by selecting the tabs here



9. Using Ctrl+V you can paste text from a Word doc into the box below or type directly into the textbox



Section Editor

Section title

1.a. Describing Language

Format Font Size **B** *I* U ~~S~~ x_2 x^2 A **A**

 Source

Text for the first artifact reflection will go here.

Section: 1.a. Describing Language

Document: CLDE Culminating Experience (Summer 2015) > Page: Artifacts

Section Editor

Insert Image

File Attachment

Save Changes

Save & Finish

Insert File Attachments

Inserted Files

Current Label: uncategorized

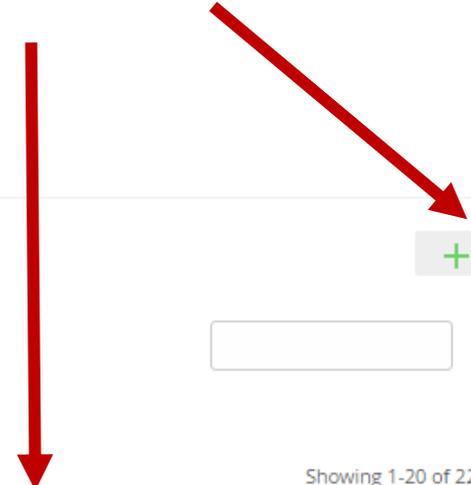
+ Upload New File

Search

Showing 1-20 of 22 1 2 Next

File Name	File Type	Size	Date Uploaded	Actions
 5Zxv2Myu_Squirrel_reflection.mp4	mp4	4.58 Mb	Aug 30	Add Download
 6450_F16.rtf	rtf	94 Kb	Aug 29	Add Download

11. You can select from an already uploaded file or upload a new file by clicking on "Upload New File"



Section: 1.a. Describing Language

12. Click on "Chose File"

13. Select the file you need and click "Open"

Document: CLD Page: Artifacts

Section Editor Insert Image File Attachment

[Save Changes](#) [Save & Finish](#)

Insert File Attachments

Inserted Files

Browse your computer to upload:
[Choose File](#) No file chosen
Up to 1 GB in size.

[Browse from File Manager](#)



Section: 1.a. Describing Language

Document: CLDE Culminating Experience (Summer 2015) > Page: Artifacts

Section Editor Insert Image File Attachment

 Save Changes

Save & Finish

15. If you have all the files needed for this element of the assignment, click “Save & Finish” or click “Save Changes” to continue editing

14. Make sure your file finishes uploading

Browse your computer to upload:

No file chosen

Demo_student_SPED5740_Profile_Paper.docx



100%

Up to 1 GB in size.

16. Your uploaded documents will appear here

Reflections

 Edit   

Using the TESOL standards below, please attach your artifact(s) as a Word Document or PDF to the text box. If you are submitting videos, attach through the file attachment edit link on the bottom of the text screen. Then, in the text box, write your brief reflection addressing the artifacts. Document "CLDE Culminating Experience: Final Reflection" attached in Step One: Review Assignment Details at the beginning of your assignment submission screen.

1.a. Describing Language

 Edit    

Text for the first artifact reflection will go here.

Attachments

 [Demo_student_SPED5740_Profile_Paper.docx](#)

1.b. Language acquisition and development

 Edit    

 No text or image added. To add text and images: [click here](#)

2.a. Nature and role of culture

 Edit    

 No text or image added. To add text and images: [click here](#)

2.b. Cultural groups and identity

 Edit    

 No text or image added. To add text and images: [click here](#)

17. Continue with the rest of the assignment. Click on "Edit" next to each component to upload documents or type in information

CLDE Culminating Experience (Summer 2015)

by Student Demo

This document is attached to the assignment CLDE9999 CLDE Portfolio

Attach to Assignment

18. Continue working through the list and adding documents to each section

The screenshot shows a document management interface with a top toolbar containing buttons for 'Send this document for review', 'Share this document', 'Visitor pass preview', and various utility icons. Below the toolbar, the document title 'Program Reflection' is visible. The main content area contains three sections: 'Assessment of Course Work', 'Effective Assignments', and 'Recommendations for Advising'. Each section has a title, a brief description, and a set of action buttons (Edit, Attach, Delete, Move). A red arrow points from the 'Attach to Assignment' button at the top to the 'Attach' button in the 'Assessment of Course Work' section. Another red arrow points from the 'Attach' button in the 'Assessment of Course Work' section to the 'Program Reflection' entry in the 'Page List' on the right. A yellow callout box with a blue border is positioned over the 'Attach' button in the 'Assessment of Course Work' section, containing the text '19. Click on "Attach Assignment" once all sections are correctly completed'. A second yellow callout box with a blue border is positioned at the top right, containing the text '18. Continue working through the list and adding documents to each section'. The 'Page List' on the right shows a list of sections: 'Video Reflection', 'Artifacts', and 'Program Reflection', each with a plus icon and a 'Manage Pages' button at the bottom.

19. Click on "Attach Assignment" once all sections are correctly completed

CLDE9999 CLDE Portfolio

● Assignment Due Jan 21, 2017 12:00 AM
(137 days)

Assignment Details

Optional Resources

 [Compressing a video for LT Document.pdf](#) 0.19M 

 [CLDE Culminating Experience_SU 15.pdf](#) 0.38M 

20. Make sure the correct document is going to be submitted

[Show More](#) >

[Show More](#) >

Assignment Submission

Attachment List

 CLDE Culminating Experience (Summer 2015)  

Attach

Comment

21. Click on "Submit Assignment" to finish



Submit Assignment

Cancel

Assignment Details

Optional Resources

Assignment Submission

Attachment List

CLDE Culminating Experience (Summer 2015) ✎ ✕

Confirm

Are you sure?

OK Cancel

22. Click on "OK"

CLDE9999 CLDE Portfolio

23. A confirmation page will appear

Congratulations! Your assignment has been submitted to your instructor.

Assignment Details

● Awaiting Assessment

Submitted September 6, 2016 2:25:56 PM CDT

Documents  [CLDE Culminating Experience \(Summer 2015\)](#)

Optional Resources



 [Compressing a video for LT Document.pdf](#) 0.19M 

 [CLDE Culminating Experience_SU 15.pdf](#) 0.38M 

[Show More >](#)

Withdraw Submission  Go Back

<p>ALPS PBA 1.1: Core Values</p> <p>● Need to Resubmit - Due June 1, 2017</p> <p>Continue Assignment</p> <p>DPS #3 - Section 1</p>	<p>CLDE9999 CLDE Portfolio</p> <p>● Awaiting Assessment</p> <p>View Assignment</p> <p>LTDEMO - Section 1</p>
<p>SPED 5740 Student Profile Paper</p> <p>● Awaiting Assessment</p> <p>View Assignment</p> <p>LT101 - Section 1</p>	<p>UEDU 4/5931 UCTE Professional Dispositions Assignment</p> <p>● Awaiting Assessment</p> <p>View Assignment</p> <p>LT101 - Section 1</p>
<p>test</p> <p>● Assessment Published</p> <p>View Assessment</p> <p>LT101 - Section 1</p>	<p>My Class Assignment</p> <p>● Assessment Published</p> <p>View Assessment</p> <p>LT101 - Section 1</p>



24. The assignment will now appear yellow while "Awaiting Assessment" and move to green once your professor has reviewed it

Documents

[My Work](#)

[Inbox](#)

[Sent](#)

[Trash](#)

[All](#)

[Manage My Labels](#)

 My Work

[+ New](#)

Showing 1-20 of 27

1 2

	Title	Type	↓ Date Created	Date Modified
<input type="checkbox"/>	CLDE Culminating Experience (Summer 2015)	Portfolio	Sep 6, 2016 1:52 PM	Sep 6, 2016 2:18 PM
<input type="checkbox"/>	CLDE Culminating Experience (Summer 2015)	Portfolio	Sep 6, 2016 1:49 PM	Sep 6, 2016 1:49 PM
<input type="checkbox"/>	CLDE Culminating Experience (Summer 2015)	Portfolio	Sep 6, 2016 1:46 PM	Sep 6, 2016 1:47 PM
<input type="checkbox"/>	EXECUTIVE LEADERSHIP PROGRAM - ELCC PBA #2 7500 TE...	Project	Sep 6, 2016 12:16 PM	Sep 6, 2016 12:41 PM
<input type="checkbox"/>	EXECUTIVE LEADERSHIP PROGRAM -			

25. If you are not ready to submit and want to return to the assignment later- you can find it under "LiveText Docs"

26. Click "Date Created" to sort all of your documents by the most recent date

27. Click on the title of the document to continue working on

Documents Main Page

CLDE Culminating Experience (Summer 2015)

This document is attached to the assignment CLDE9999 CLDE Portfolio **Attach to Assignment**



Send this document for review | Share this document | Visitor pass preview | [Icons]

Document Properties

Video Reflection Manage Content

Video Reflection

Upload your 3-5 minute video in which you succinctly express what you have learned in the CLDE program. Go to file attachments at the bottom of this section and click on edit and choose upload new file. Remember that there are how to videos to help you with your CLDE portfolio on the SEHD assessment website at: <https://sehd.ucdenver.edu/assessment/>

Be sure that the file is a .mov, .avi, mp4, flv, or .wmv file type that is 50 MB or less. If your video is too large, please follow the compressions directions on the student resources page of [SEHD Assesment site](#) to compress your video prior to uploading. Your video should be recorded at 640X400 video resolution, this will ensure that the file will be small enough to upload.

28. The assignment will appear how you last saved it. Remember to click on "Attach to Assignment" before you submit

Page List

- Video Reflection
- Artifacts
- Program Reflection
- Manage Pages

ALPS PBA 1.1: Core Values ● Need to Resubmit - Due June 1, 2017 Continue Assignment	CLDE9999 CLDE Portfolio ● Awaiting Assessment View Assignment
DPS #3 - Section 1	LTDEMO - Section 1
SPED 5740 Student Profile Paper ● Awaiting Assessment View Assignment	UEDU 4/5931 UCTE Professional Dispositions Assignment ● Awaiting Assessment View Assignment
LT101 - Section 1	LT101 - Section 1
test ● Assessment Published View Assessment	My Class Assignment ● Assessment Published View Assessment
LT101 - Section 1	LT101 - Section 1

29. If you need to make edits after you already submitted your assignment, click on "View Assignment"



CLDE9999 CLDE Portfolio

● Awaiting Assessment

Assignment Details

Submitted September 6, 2016 2:27:01 PM CDT

Documents  [CLDE Culminating Experience \(Summer 2015\)](#)

Optional Resources 

 [Compressing a video for LT Document.pdf](#) 0.19M 

 [CLDE Culminating Experience SU 15.pdf](#) 0.38M 

30. Click on
"Withdraw
Submission"

[Show More >](#)

[Withdraw Submission](#)  [Go Back](#)



31. Click "OK"

The screenshot shows a dark-themed web interface. At the top left, the text "DE Portfolio" is visible. Below it, a message states "ent has been submitted to". A central white dialog box with a grey header titled "Confirm" contains the question "Are you sure you want to withdraw your submission?". At the bottom of the dialog are two buttons: a green "OK" button and a red "Cancel" button. A red arrow points from the yellow callout box to the "OK" button. The background page is dimmed and shows sections for "Assignment Details", "Submitted" (September 6, 2016 2:25:56 PM CDT), "Documents" (CLDE Culminating Experience (Summer 2015)), and "Optional Resources" (Compressing a video for LT Document.pdf 0.19M).

You have withdrawn your submission. This submission is no longer available for assessment.

32. A confirmation page will appear, telling you your submission has been withdrawn

Assignment Details

Optional Resources

 [Compressing a video for L](#)

 [CLDE Culminating Experienc](#)

33. Click on the pencil next to your assignment to make edits

● Assignment Due Jan 21, 2017 12:00 AM
(137 days)

[Show More >](#)

34. Once edits are made, saved and attached- you will get redirected back to this screen again. Click on "Submit Assignment" to resubmit

Assignment Submission

Attachment List

 CLDE Culminating Experience (Summer 2015)  

Attach

Comment



Submit Assignment

Cancel