Setting up your ePortfolio

- Go to MyQ.quinnipiac.edu
- Log in using your username and password
- In the menu on the left, click ePortfolio
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- Click “Create”
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• Enter a title for your portfolio (your first and last name)

• Select “My ePortfolio”
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• Scroll down to “Permissions” and select “Private within Quinnipiac University”. You can keep “show in private school directory” checked.

• For tagging, click “do not allow tags”.

• Scroll to the bottom of the page and click
Setting up your ePortfoliio

• In the next few slides, we’ll show you how to edit some text in ePortfoliio. These instructions apply to any section.

• Under “My Roadmap and Milestones”, select “A letter to my advisor”
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- Click edit to edit the text
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• When you are done editing your letter, click the button that is at the top and bottom of the text page.

• Finally, click “Publish this page” and then “Publish all changes”.