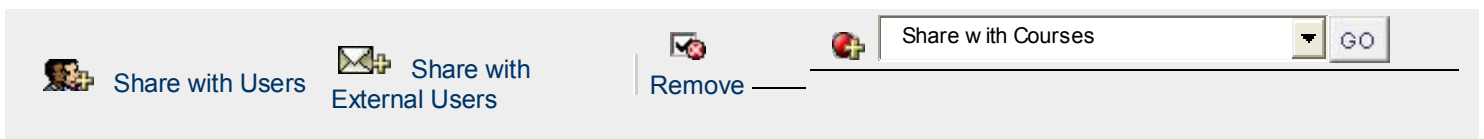


How to Share Your Portfolio with Others

- Login on blackboard
- Click *Content System* tab
- On left-hand side, click *My Portfolios*
- On right-hand side, click *Manage*
- Click *Share Portfolio*
- Once there, you have many choices to search for the person you want to share your portfolio with. You can:



- Click the *Share with Users* button then type in the name of the person you want to share with or click *Browse* to search for a person.

-OR-

- On the right, click on the box that says *Share with Courses* and search by course number. By using this method, your portfolio will then be shared with everyone who has taken this course during this time.

