

## Foliotek

Here are revised instructions that are better than any previous set I have given you.

1. Sign in.
2. Click on the Files Tab (top middle)
3. Add Files/Add link/
  - a. You will need five links:
    - i. Your Main Blog
    - ii. Your Professional Blog
    - iii. The Class Podcast Blog
    - iv. Your Google Gadget Blog
    - v. A link to EDM 310 Exam Evaluation

Each of these links should have the Friendly Name I have given it in this list. Go to the specified blog, copy the URL, and paste it in the appropriate space.

The EDM 310 Exam Evaluation link is constructed in this way:

<http://www.johnstrange.com/edm310fall08/yourclassevaluations/yourfirstinitialyourlastname.pdf>

For example

If I were in the 11 o'clock class my link would be

<http://www.johnstrange.com/edm310fall08/T11evaluations/jstrange.pdf>

You would put your first initial and last name in place of mine at the end of the address.

In the 2 o'clock class mine would be

<http://www.johnstrange.com/edm310fall08/T2evaluations/jstrange.pdf>

You would put your first initial and last name in place of mine at the end of the address.

In the 4 o'clock class mine would be

<http://www.johnstrange.com/edm310fall08/T4evaluations/jstrange.pdf>

You would put your first initial and last name in place of mine at the end of the address.

Now you have to attach the links to all 5 standards.

1. Go to Teacher Education/Literacy/Oral and Written Communication (iii)
2. Add File/Add Existing File

3. You will see all of your Files. Check the boxes for the links you need to add to this standard. Click OK
4. Click on Each item to make sure it works. If it does not, click Edit beside it and make corrections until it works. After all 4 work, proceed to next step.
5. Repeat for the remaining 4 standards. These titles are shortened. If you need the full title, see p. 1 of the Syllabus.
  - a. Technology (i)
  - b. Technology (ii)
  - c. Professionalism/Alabama Specific (i)
  - d. Ethics (ii)