

e-Portfolio Glossary

General Terminology and WordPress (WP) Terminology

Anchor Experience	The anchor experience is the first time a student sets up his or her e-portfolio. It usually involves creating the initial structure, personalizing, and setting up the initial content.
Artifacts	Any item that a student chooses to include in their e-portfolio. Artifacts can include documents, images, videos, and audio files.
Course Level e-Portfolio	An e-portfolio developed for a particular course, with course specific requirements and assignments. This type of e-portfolio will be a sub-page of the Coursework section of the Program Level e-Portfolio
Course Page	A sub-page of the Coursework Page of a Program level e-Portfolio. I will include course specific requirements and assignments.
Coursework Page	A section of the e-portfolio, essentially a page where the student lists his or her degree program requirements and semester-by-semester listing of completed or planned classes. It also functions a central place for links to individual course pages.
Customizer (WP)	In WordPress, the tool that is used to set up the structure of the site. The customizer is used to create and reorder pages.
Editing Content (WP)	In WordPress, editing refers to the organization and development of content (text and media) on an individual site page
Framework Pages	Required pages for the MC Portfolio level e-Portfolio. These are the Welcome/About Me page, the Goals page, and the Coursework page.
Goals Page	A Framework page that includes a student's Academic, Career, and Personal goals – both short term and long term
Home Page (WP)	In WordPress, the page that visitors to the site are directed to first
Hosting Plan (WP)	Plans that provide various levels of service and functionality for WordPress sites. For the MC e-Portfolio, it is recommended that students choose a free hosting plan
Insert Content Button (WP)	In the WordPress editing menu, a button that allows a user to add documents, images, video, audio, and posts to an site
Menu Bar	The listing of site main pages or sections in the menu that is shown at the top of each page. The Main Menu will include the Welcome/About Me, Goals, and Coursework pages and has space for one or two optional sections, such as out of class learning.
Media Library (WP)	In WordPress, the location where all of the artifacts for a site are stored. Artifacts are inserted into individual site pages from the Media Library
Metacognition	Refers to a person's understanding and awareness of how he or she thinks and learns. Metacognition includes reflection, planning, transfer of skills and knowledge, building connections among tasks and other high order thinking.
Optional Pages	Optional pages in an e-portfolio may include an Outside the Classroom page, a Contact page, and a Showcase page or other pages that make sense for a student or program.
Out of Class Assignments	Instructors may elect to have students develop e-Portfolio pages as out of class assignments. Resources for students are available at the Blackboard Community Site – <i>Designing Your ePortfolio</i> , and at the MC e-Portfolio resource site
Personalization	The adaptation of the MC e-Portfolio template to reflect the interests, purpose, and experiences of the individual developing the site.
Program Level e-Portfolio	An e-portfolio that provides a holistic view of an individual's interests and accomplishments. The MC Program Level e-Portfolio includes a Welcome/About Me page, an Goals page, a Coursework page, and individual Course Pages that are required in courses taken by a student.
Publish (WP)	In WordPress, the Publish function uploads the e-Portfolio (and any subsequent modifications) to the internet

Reflection	Reflection is a process of reviewing and creating a perspective on a topic. In conjunction with eportfolios, reflections can include reflection on artifacts, process, choice, or connections among elements of the eportfolio. See below for more examples.
Reflection on connections (integrative)	Addresses questions such as: <ul style="list-style-type: none"> • How does this work connect with my goals/my personal life? • Did this work change my views/ opinions/goals? • Did this work make me more curious about something?
Reflection on process (metacognition)	Addresses questions such as: <ul style="list-style-type: none"> • What were the expectations for this assignment? • What did I do? • What worked? • What would I do differently? Why? • What did I learn from this assignment??
Reflection on the future (metacognition)	Addresses questions such as: <ul style="list-style-type: none"> • How might this work change what I do in the future? • Based on my goals, what will I do next?
Showcase	An e-portfolio, or page in an e-Portfolio that includes examples of the best artifacts created by a student.
Site Address	The web address for an e-Portfolio. For WordPress sites that choose the free hosting plan, site addresses will end in WordPress.com. Sites developed with free hosting plans on platforms such as Weebly or Wix will end in .weebly.com, or .wix.com
Site Title	The name given to the site that is displayed on each page
Static Front Page (WP)	In the WordPress Customizer, setting a Static Front Page sets up the e-Portfolio in a website rather than a blog format
Template	The template is an MC developed WordPress site that can be downloaded into an individual's WordPress site. It contains all of the required basic pages.
Themes (WP)	In WordPress, Themes are site layout templates that are used to set up basic site structure and pages. Theme pages and structure can be customized and edited. There are free themes and themes that must be paid for.
Top Menu (WP)	In the WordPress Customizer, designating a menu of pages (such as the pages from the MC Template) as the Top Menu determines the site pages that will be shown on the Main Menu Bar of the e-Portfolio
Update (WP)	In WordPress, the Update button saves editing changes to individual pages
Welcome/About Me Page	A Framework page that introduces visitors to the creator of the e-Portfolio, and gives a brief introduction as to what will be found in the e-Portfolio.