



The goal of Palo Alto’s International Studies ePortfolio is to assist students with gathering their significant classroom, study abroad and internship experiences into one place, an electronic portfolio. This ePortfolio will give Palo Alto College students an opportunity to showcase their internationalized learning over time.

CONTENTS MAY INCLUDE ANY OR ALL OF THE FOLLOWING:

- Outstanding papers, lab reports, oral presentations, and other class work
- Photos from study abroad, international travel, internships, and other pivotal experiences
- Reflections on important relationships and experiences
- Educational activities (service-learning, campus organizations, etc.)
- Application essays for leadership positions
- Your Resume

FULFILLMENT OF THE INTERNATIONAL STUDIES CERTIFICATE:

To complete Palo Alto’s International Studies Certificate, students must turn in an ePortfolio that documents their international learning.

STEP 1: Digitizing Files

All students interested in developing an ePortfolio must digitize all content in the Information Concourse on the second floor of the Ozuna Learning Resources Center. The Information Concourse staff will assist you in saving your ePortfolio onto a disk (floppy, CD, Zip).

\*Leroy is available for additional help on digitizing content during scheduled hours in room104 in the Ozuna Building. **Tuesdays and Thursdays – 8:00 a.m. to 6:00 p.m.**

STEP 2: Submitting Files

All digitized materials and this form will be dropped off in a drop box in room 104 in the Ozuna building. Once your materials are reviewed, your site will go live approximately 1 week after received.

TIPS:

- Be sure to include a typed “Welcome Statement” for your ePortfolio homepage on your disk.
- If you submitting links, be sure to place them on a Word Document.
- Look over the available templates and pick the one you like best. Write it down below.
- Make sure to label your disks with your name and instructor for safe return.

YOUR NAME:	
YOUR EMAIL:	
YOUR PHONE NUMBER:	
YOUR INSTRUCTOR:	
YOUR CLASS:	
TERM AND YEAR:	
YOUR TEMPLATE CHOICE: (write the name of the template)	

If you have any questions at all, feel free to ask your instructor or email Leroy Ibarra at [libarra@accd.edu](mailto:libarra@accd.edu) or call 921-5246