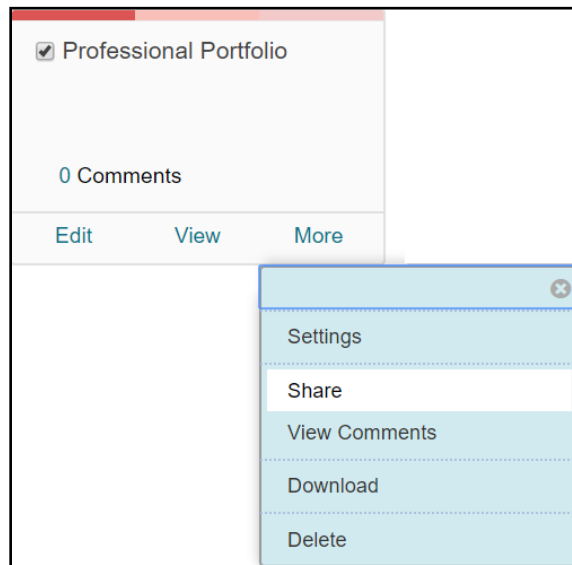


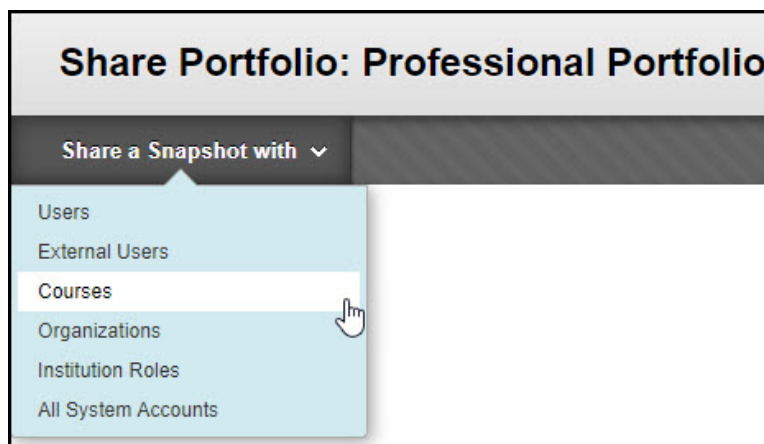
## Share a Portfolio with a TTU Blackboard Course

Sharing your portfolio with a course includes all users—instructors, teaching assistants, and students who are enrolled in the course.

1. On the **My Portfolios** page, click the **More** link for the portfolio you want to share, then click **Share**.



2. On the **Share Portfolio** page, click the **Share a Snapshot with** drop-down menu and select **Courses**.



- On the **Share with Course** page, enter the Course ID in the **Courses** textbox or click the **Browse** button to search for the course(s).

### Share with Course: Professional Portfolio

*This Portfolio will be searchable by users in the selected course from Discover Portfolios.*

\* Indicates a required field.

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**CHOOSE COURSE**

*Enter one or more Course IDs or **Browse** to search. Separate multiple entries with commas.*

\* Courses

*Click **Submit** to proceed.*

**NOTE** To search for the course(s) after clicking the **Browse** button, enter the search criteria in the **Search For** textbox and click **Search**. From the list of search results, select the course(s) that you want to share your portfolio with and click **Submit**. The course(s) that you selected appears in the **Courses** textbox.

**Search**

Search For

Search String

Contains  
 Exact Match

Search Field

Course Name  
 Course ID  
 Description

Page 1 of 8 > >>

<input type="checkbox"/> Course ID	Course Name	Description
<input type="checkbox"/> 40039.201157	201157-PSY-5002-005-Adv Counsel Clinic Psy	Adv Counsel/Clinic Psy
<input type="checkbox"/> 24452.201187	201187-EPsy-6305-D01-Qualitative Data Anlys-Educ	Qualitative Data Anlys-Educ
<input type="checkbox"/> 30470.201187	201187-HLTH-4312-D01-Psychosocial Health	Psychosocial Health
<input type="checkbox"/> 32461.201197	201197-EPsy-5382-D01-Qualitative Researc-Educ	Qualitative Researc-Educ

- Click **Submit** to share your portfolio.

- 
5. To see a snapshot of all the portfolios shared in the course, click the **Shared with Me** button on the **My Portfolios** page, then click the **Discover Portfolios** link at the top right corner of the **Shared with Me** page.

**NOTE** If your instructor has created a link in the course for shared portfolios, click that link to see a snapshot of all the shared portfolios in the course.

### **Blackboard Portfolio Resources**

<http://www.depts.ttu.edu/elearning/blackboard/portfolio/index.php>