

# MCC E-PORTFOLIO INFORMATION



## Who needs to complete the E-Portfolio?

The E-Portfolio is mandatory for all graduations earning a Transfer Degree

**AA, AS, AES, AFA, AGE**

## When is the E-Portfolio due?

The E-Portfolio is due the Friday of finals week in the semester you are graduating.

## Requirements

- Place four distinct items in general education goal
- Write a paragraph explaining each artifact

## Need Help?

- Need help or have questions about your E-Portfolio? Contact the Student Success Center!
  - Room A247
  - (815) 455-8550
  - [stulife@mchenry.edu](mailto:stulife@mchenry.edu)



## WHAT YOU NEED—5 ASSIGNMENTS

### Five Distinct items that represent each General Education Goal

- Each item must represent your best work in one of MCC's five general education goals.
- Only graded work is allowed for critical thinking, effective communication, and information literacy. In the professionalism category, you may submit a reflection on an experience where you learned to be professional or a copy of your resume.

**Critical Thinking: construct arguments, evaluate ideas, interpret results, and recognize bias.**

- Comp I or II argumentative essay in which you have constructed an argument and supported with appropriate evidence
- An assignment in which you interpret the results of mathematical calculations

**Effective Communication: select a communication style for the situation, adapt to audience and context, and clearly communicate ideas.**

- A video of a speech given in class
- A picture of an art piece you have constructed
- A lab report from a science course in which you explain or present scientific concepts

**Information Literacy: locate, evaluate, and use quality resources to provide evidence and reasoning in an assignment; acknowledge resources to avoid plagiarism.**

- An Art Appreciation essay in which you have analyzed an art piece and used scholarly (library) resources to critique the piece
- A research paper on how economics influences politics, using scholarly resources

**Quantitative Reasoning: use mathematical and statistical methods to analyze and solve problems, interpret data, and make informed decisions.**

- A report where you analyze data from a survey or experiment and draw conclusions based on statistical methods.
- An assignment involving the interpretation of graphical data such as bar charts or scatter plots, providing insights based on the data presented.

**Social Responsibility: understand and engage with the broader community, recognizing ethical implications, contributing to societal well-being, and fostering social equity.**

- An essay discussing the impact of a societal issue (e.g., poverty, education, climate change) and proposing data-driven solutions to mitigate it.
- A group project in which you worked to address a social responsibility issue, providing a report on how the team addressed challenges and collaborated to find solutions.



## WHAT YOU NEED—5 PARAGRAPHS

### 1–4: A paragraph that explains each item & how it relates

- What course is it from?
- How does this artifact represent your knowledge of this general education goal?

**Sample Critical Thinking Paragraph:** For the general education goal of Critical Thinking, I have submitted my scientific paper from Biology 157: Fundamentals of Biology. The objective of the assignment was to investigate and research the effect of pH on yeast fermentation. Before the experiment was conducted, there was a required step to consult information from academic sources to predict the outcome. This research taught and reinforced how to analyze information and predict consequences. I was able to categorize reliable sources and make an accurate prediction, which was later proven true due to my diligence and detail orientation. Furthermore, I was able to later apply this detailed thinking to organize my report in cohesive order. I was then able to take all the knowledge I learned from this process to draw an effective conclusion to the assignment.

**Sample Effective Communication Paragraph:** For effective communication, I chose to include a speech from SPE151. As a massage therapist and health educator, it is important to me to convey the benefits of massage therapy. In the speech, I focused on encouraging classmates to learn a new skill and to consider massage therapy as a possible career or as a healthy way to relax. I described the massage and the benefits provided, then demonstrated massage technique. The explanation and demonstration worked together and convincingly. My volunteer for the massage demonstration was happy to attest to the relaxation of the massage.

**Sample Information Literacy Paragraph:** For Information Literacy, I include Research Question 2, about the Aftermath of Hurricane Katrina, from History 172. I decided to choose this paper because I had to find two primary sources and two secondary sources and interpret our Research Question. In this assignment, I brainstormed questions and selected one to discuss: What was the impact of the government's response to the aftermath of Hurricane Katrina? This research question was important because citizens always thought that our government didn't prepare well enough for a full-blown crisis. I found primary and secondary sources that described the aftermath of Hurricane Katrina and determined that individual source to be useful in discussing my research question. Thus, information literacy was used in this assignment because I was able to use our database, analyze the source, and describe primary and secondary sources.

**Sample Social Responsibility Paragraph:** For Social Responsibility, I have selected a project from my course on Introduction to Sociology. In this assignment, we were tasked with analyzing the role of community organizations in addressing local issues such as poverty and education inequality. I volunteered at a local food pantry and participated in organizing a fundraising event. This experience helped me understand the impact of community-driven efforts on improving social outcomes. I was able to connect the theoretical concepts discussed in class with real-world applications, recognizing the importance of working together for the common good. This project reinforced my commitment to social responsibility by actively engaging in efforts to improve my community's well-being.



## HOW TO CREATE AN E-PORTFOLIO

1. Log into **CANVAS** and select **ACCOUNT**
2. Select **ePortfolios**
3. Create an ePortfolio (upper right)
  - a. ePortfolio Name = **YOUR NAME**
  - b. **DO NOT** make it public
4. Once in your ePortfolio, create your sections:
5. Click **Organize Sections** (left side)
6. **Add Section**
  - a. Continue adding section until all sections have been added
  - b. **Done Editing**

The screenshot shows the Canvas user interface for Megan Scanlan. The left navigation menu includes: Account (circled in red with #1), Dashboard, Courses, Calendar, Inbox (with a notification badge), and My Badges. The main content area shows the user's profile and a list of options: Notifications, Profile, Files, Settings, **ePortfolios** (circled in red with #2), and My Badges. Below this, the 'Welcome to Your ePortfolio' section is visible, with a 'Home' link and an 'Organize Sections' link (circled in red with #3). The 'Organize Sections' link leads to a list of sections: Home, Critical Thinking, Effective Communication, Information Literacy, Quantitative Reasoning, and Social Responsibility. The 'Organize Sections' link is circled in red with #4.



## ADDING CONTENT TO EACH SECTION

1. Click on the section you want to add content to
2. **Edit This Page** (*right side*)
3. Uploading your **assignment/artifact**
  - **Option #1:** Course Submission. This will allow you to choose from all assignments you have submitted via canvas to all of your courses. *They will be listed in DATE order.*
  - **Option #2:** Image/File Upload. This will allow you to upload a document from the computer or a flash drive.

**\*GOOGLE OR PAGES DOCUMENTS ARE NOT ACCEPTABLE, Document must be a PDF or word documents.**

4. Writing your **paragraphs**
  - Click **Rich Text Content** and type your paragraph in the box provided.
  - Paragraphs should be included in all sections and can be added if you have uploaded an assignment.
5. **SAVE PAGE**

Megan Scanlan  
Megan Scanlan

### New Page

Page Comments

Home

Introduction

**Critical Thinking** #1 No Comments

Effective

[? How Do I...?](#)

### Add Content

- Rich Text Content
- HTML/Embedded Content
- **Course Submission** #3
- **Image/File Upload** #3

Cancel Preview **Save Page**

[? How Do I...?](#)

Introduction [Organize/Manage Pages](#)

Pages for this section

**New Page**

**Edit This Page** #2

[← Back to Portfolio Dashboard](#)



## HOW TO SUBMIT AN E-PORTFOLIO

1. On the home page of your e-portfolio, you will find your link for submission. **Copy this link!**

[Home](#) ⋮

### Welcome to Your ePortfolio

[Critical Thinking](#) ⋮

If this is your first time here, you may want to pop up the wizard and see how best to get started. Otherwise you can quickly add recent submissions or just jump straight to the portfolio.

[Effective Communication](#) ⋮

- 🔗 Getting Started Wizard
- [Go to the Actual ePortfolio](#)

[Information Literacy](#) ⋮

### Your ePortfolio is Private

[Quantitative Reasoning](#) ⋮

That means people can't find it or even view it without permission. You can see it since it's your portfolio, but if you want to let anybody else see it, you'll need to copy and share the the following special link so they can access your portfolio:

[Social Responsibility](#) ⋮

Copy and share this link to give others access to your private ePortfolio:  
<https://mchenry.instructure.com/eportfolios/37480?verifier=411gA0czYfvvkLEjXhBwvMtzgyM9PHxerEFpGzCL>

*If you do not see a link, change your E-Portfolio to **private** under the settings tab*

2. On CANVAS, under courses, select **MCC GRAUDUATION E-PORTOFOLIO**
  - a. Go to **MODULES**
  - b. Click the link for the **semester you are graduating**

### Example:

⋮ ▾ Graduation Portfolio Submission (find your graduation semester and submit)

⋮ 📄 Spring 2025 E-Portfolio Link - Submit Here  
0 pts

⋮ 📄 Fall 2024 E-Portfolio Link - Submit Here  
0 pts

3. **Click on 'Submit Assignment'**
  - a. **Paste the link from your E-Portfolio in the WEBSITE URL option**
  - b. **Click 'Submit Assignment' again**
4. **YOU'RE DONE!**