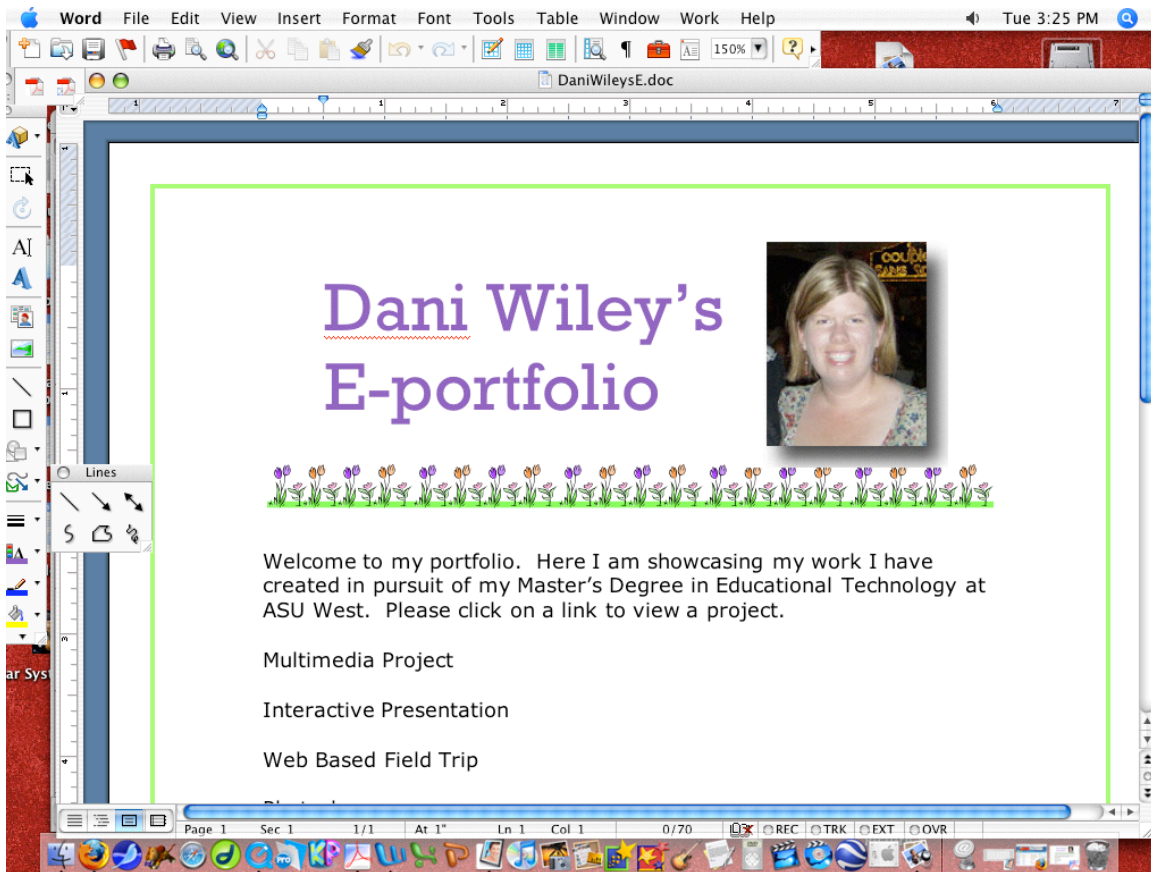
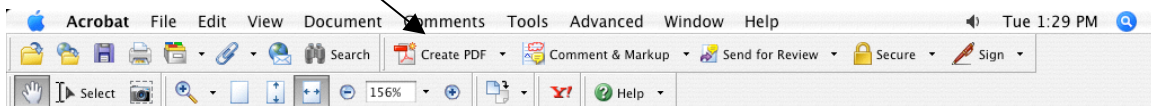


Creating an Electronic Portfolio in Adobe Acrobat

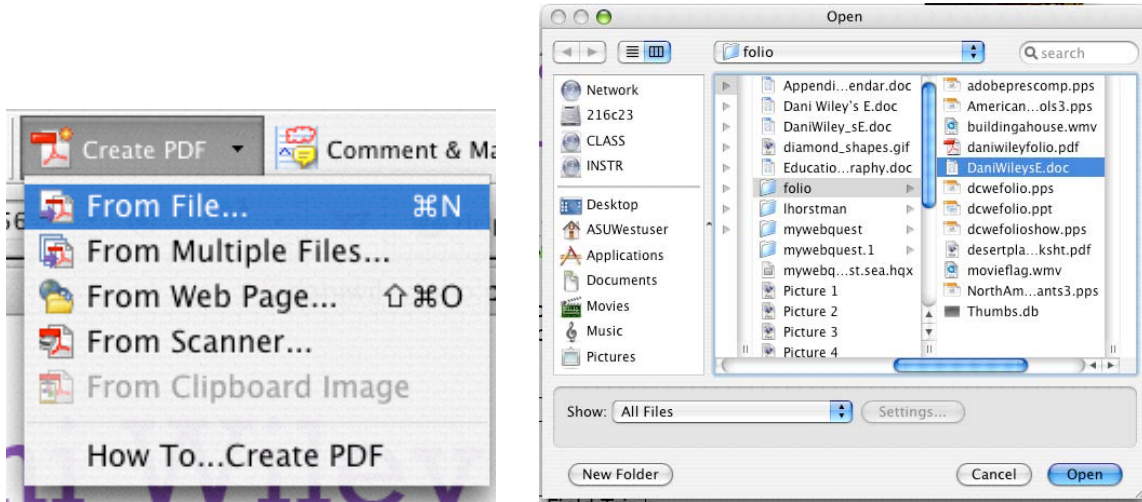
1. First create your e-folio home page in a program like Microsoft Word. Make sure to have your page just as you'd like it to be. Choose Print from the File menu in Word and choose Adobe 7 standard in the printer selection box.



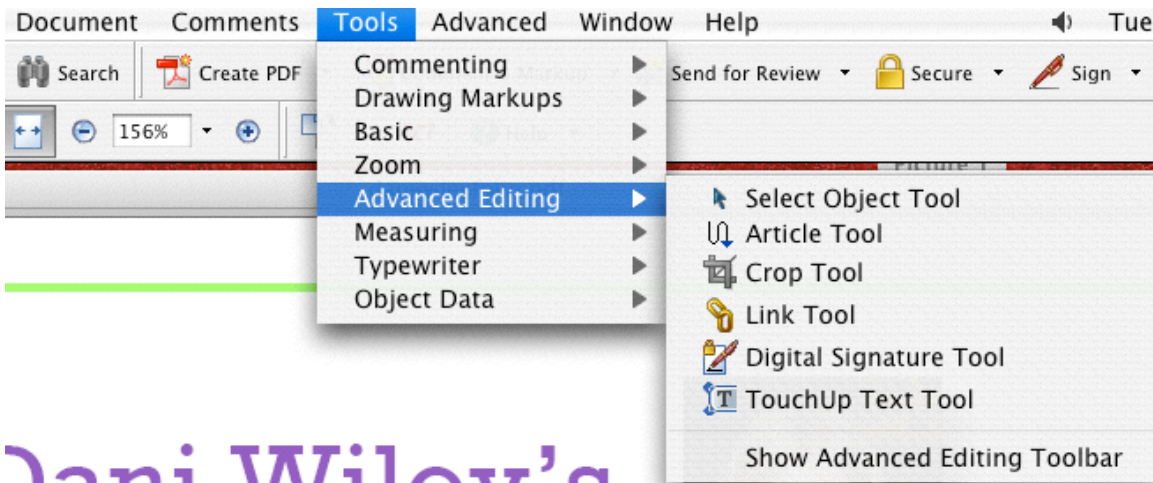
2. Open Adobe Acrobat Standard and choose Create PDF.



3. Choose From File from the drop down menu and browse to the home page you created in Word and converted to a .pdf file.



4. To make a link to the files you want to include in your e-folio, choose Advanced Editing from the Tools menu.



5. Your cursor will now allow you to draw a box, or Hot Spot around the item (text or image) that you would like to link. The Create Link box now appears. Choose the action you want to perform. Choose whether you are going to link to a file or a web page and click on the radio button. Click Next.

Multimedia Project

Interactive Presentation

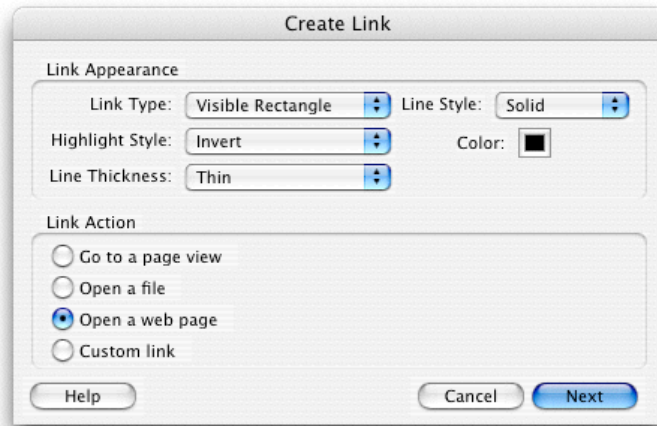
Web Based Field Trip

Photoshop

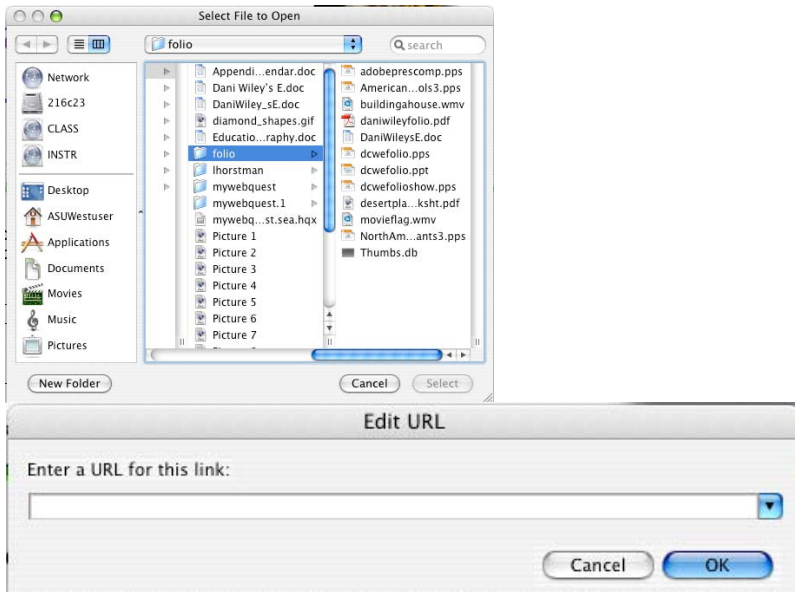
Podcast

iMovie

Adobe Document



6. If you selected a file, browse to the file you want to link to. If you selected a Web site, copy and paste the URL into the box

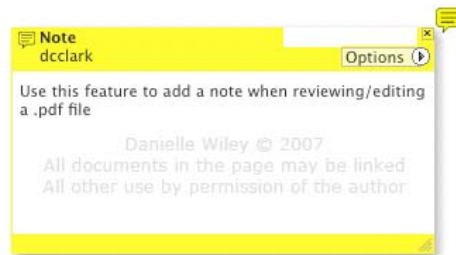
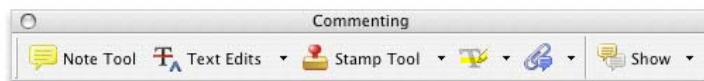
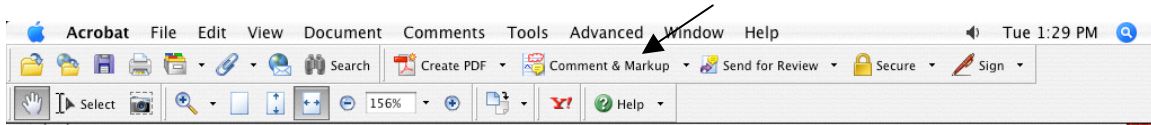


7. You have now created a link to another file or website in your e-folio!

Other Cool Options in Adobe Acrobat

Write a Note

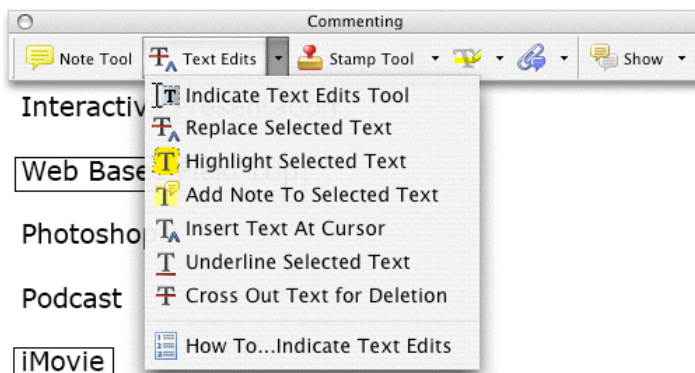
Choose Note Tool from the Commenting tool bar . A little yellow box appears and you can type your note into it.



Editing Documents

With the Select Tool, highlight the text your like to edit and Choose Text Edits from the Commenting tool bar. Here you can select from several editing options

Welcome to my portfolio. Here I am showcasing my created in pursuit of my Master's Degree in Educatio ASU West. ~~Please click on a link to view a project.~~



See below for examples of what these tools look like

Cross Out



Welcome to my **portfolio**. Here I am showcasing my work I have created in pursuit of my Master's Degree in Educational Technology at ASU West. Please click on a link to view a project.

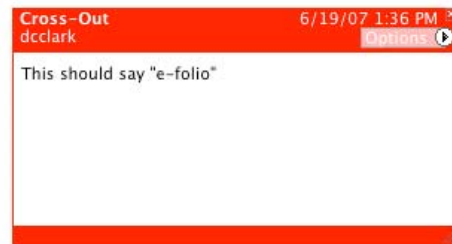
Multimedia Project

Interactive Presentation

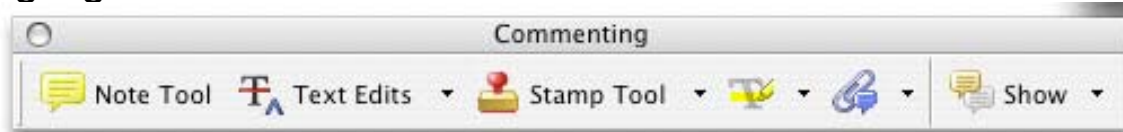
Web Based Field Trip

Photoshop

Podcast

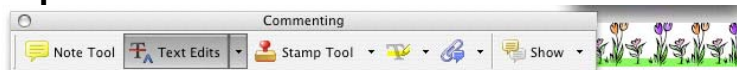


Highlight Tool



Welcome to my portfolio. Here I am showcasing my work I have created in pursuit of my Master's Degree in Educational Technology at **ASU West.** Please click on a link to view a project.

Replace Text Tool



Welcome to my portfolio. Here I am showcasing my work I have created in pursuit of my Master's Degree in Educational Technology at ASU West. ~~Please click on a link~~ to view a project.

Multimedia Project

Interactive Presentation

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Photoshop

