

# Creating a Digital Portfolio: How to Make Yourself Stand Out from the Crowd

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As a pre-service teacher, there are many projects, lesson plans, assignments, and field experiences that you want to showcase-but how do you keep it all together? The answer is by making a digital portfolio! Creating a digital portfolio is an efficient way to organize all your materials. It is a great way to record past experiences that can be reflected on later in your career. Also, other professionals in your field will be able to view your digital portfolio and provide feedback. Create it in a way that distinguishes you from others. The first step to creating an outstanding portfolio is to find out which website you want to use to create it. Websites include Weebly, Wix, Google Sites, and Wordpress.

The first impression of your digital portfolio is the welcome page. You need to make sure that it gives insight about yourself and that it tells the purpose of your portfolio.

It is also a good idea to include a professional photograph of yourself. Next is to make clear and precise tabs for all your information for easy navigation and to increase your profile's appeal. Some standard pages that appear in a digital portfolio include:

- Welcome
- About me
- Resume
- Contact information
- Teaching philosophy
- Lesson plan examples
- Photos/videos of your work

Aesthetics is more important than some realize; if you have a portfolio that no one can easily read, then no one will know about your wonderful classroom management strategy or that awesome field experience you had. Simple is better, and it's always better to keep things to a minimum. For instance, when placing pictures in your digital portfolio, be sure that the pictures directly relate to what you are talking about. If there is a picture of you working in the classroom, be sure to identify what is going on in the picture and how it relates to the tab or section where you have placed it. In addition, document that you have permission to use the photograph taken. Less is more, so only choose the very best pictures and examples to put in your digital portfolio as examples of your work.

When you have finished with all of your content, organization, and presentations, always be sure to be the first person to preview your portfolio. Use another computer or log out of your website builder account so that you can see it through "public" eyes. Visit every single page and make sure all content has been properly shared, linked, and that it can be viewed. Make sure there are no formatting issues with pictures or paragraphs. View your portfolio critically, and ask a friend to do the same with fresh eyes. When it has been checked and re-checked, you are finally ready to present yourself in the digital age in the best way possible!

Once you have perfected your professional digital portfolio, consider creating a positive and professional social media presence. You can use tools such as: Linked in, Twitter, Facebook, and Instagram. This way you will be able to make a presence and communicate/network with other educators. In addition, you will be able to share your digital portfolio easily for others to view. Their feedback could help improve your lessons and also help with the job search.

In sum, a professional digital portfolio is very beneficial, and it is easy to continue to grow for years to come.

