



Electronic Portfolios

In some cases, it might be more practical to submit a student's portfolio electronically, for instance, if you live outside of the U.S. If that is the case for you, we highly recommend planning for that as you begin the school year.

Remember: Just like a physical portfolio review, all documents should be collected by you and submitted together to your advisor only when all courses are complete.

Here is a list of tips that will make it easier for you, and your advisor at the time of the portfolio review:

- Become familiar with the type of evidence you need to include in the portfolio. This will vary with the type of course. This information can be found on pages 27-28 of the NARHS Handbook available on the Downloads tab of our website.
- You may want to use a service like Dropbox, Google Drive, OneDrive, iCloud, etc. to store (and eventually share) your documents.
- File the work as you go - DON'T wait until the end of the year.
- Create file folders for each subject and use the same course titles for the folder names as are on your Homeschool Transcript, Summary Sheet and Course Descriptions.
- Scan or take photos of documents and other evidence for each course. As much as possible, combine those into one file for a multiple page document. If the document was created in Word, LibreOffice or Google Docs, you can save those files in the respective subject's folder.
- Name each document with descriptive words to easily identify it. (i.e. Algebra1 Ch2 Test)
- At the end of the school year, use the forms from the Downloads tab on the website to complete the Homeschool Transcript, Summary Sheet, Grade Tracker, and Course Descriptions. Please scan them as separate documents, well named. Do not forget to include your Log of Hours/Assignments/Activities for all self-designed courses (can be divided into individual courses, or in one document for all courses).
- To submit the portfolio, put all of the files/folders in a service such as Dropbox, Google Drive, OneDrive, iCloud, etc. and share it with your advisor. Please only share the file with your advisor after all the documents are loaded. Make sure permissions are set for the person with a link to view and/or edit.

See the second page for an example of how the electronic portfolio should be organized.



Electronic Portfolios

Sample Organization:

Folder: Melissa's 19-20 Portfolio (share this entire folder with your advisor)

- **Homeschool Transcript**
- **Course Summary Sheet**
- **Sub Folder:** English 9 (text)
 - Grade tracker
 - All graded tests, quizzes, and papers
- **Sub Folder:** Algebra I (text)
 - Grade Tracker
 - All graded Tests & Quizzes
- **Sub Folder:** Biology (text)
 - Grade Tracker
 - All graded Tests & Quizzes
 - All graded Labs (12 for "w/Lab" or 20 for additional .5 credit)
- **Sub Folder:** Piano (self-designed)
 - Self-Designed Course Description
 - Log of hours & Activities
 - Grading Tool(s), and/or other graded assignments/activities
 - Evidence- recital program, pics, video, scan of music

Add additional folders for each course, as needed...