

Digital Portfolio User Guide

Adding evidence

Prior to building your digital portfolio, access the portfolio template appropriate for your career stage and ensure you have set up your Instructor profile.

This support page provides information for building your digital portfolio using a QCT template.

The coloured boxes provide steps for iPads (orange), Windows/Mac (blue), All types (orange with blue border)

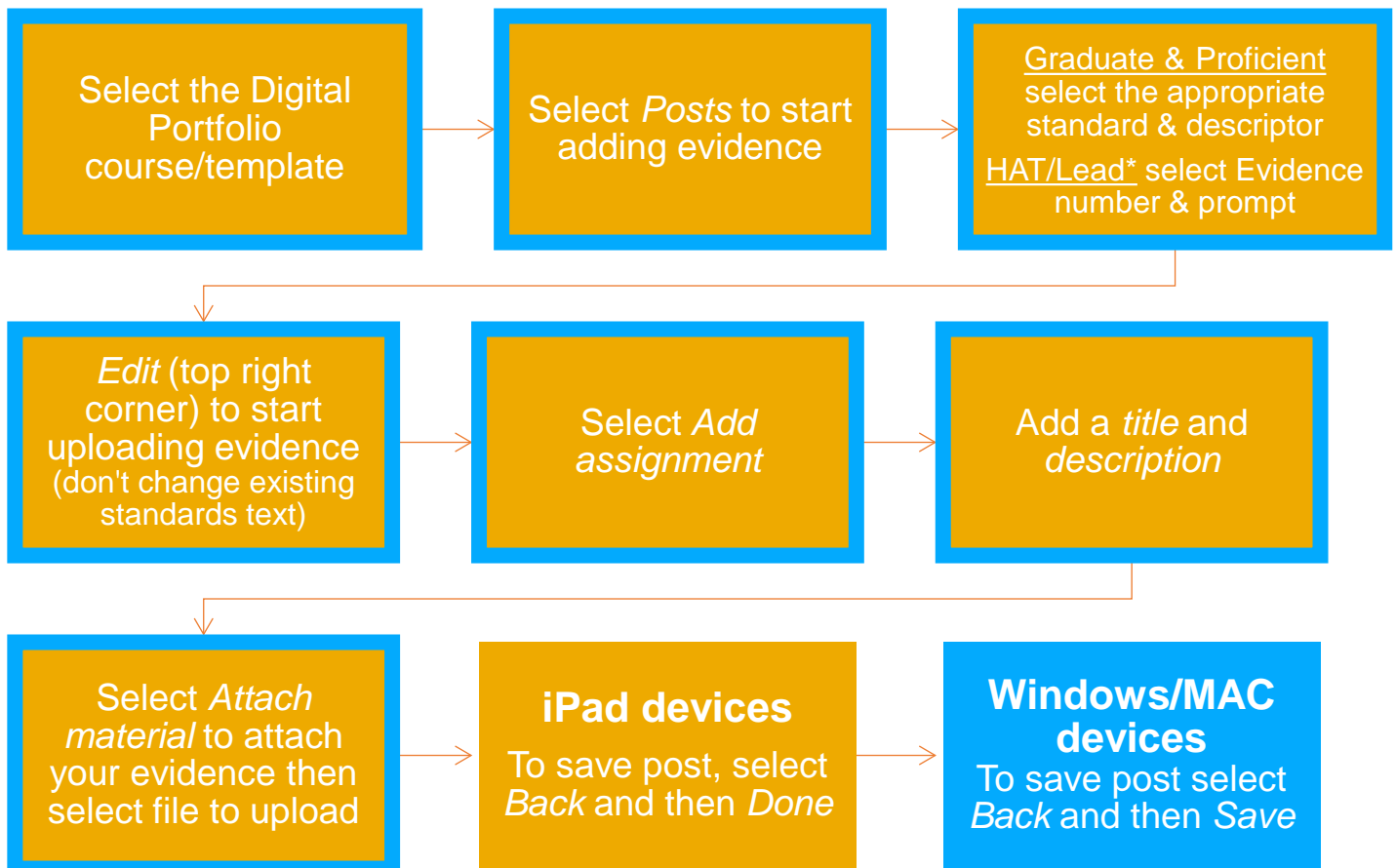
iPads

– Sign in to the iTunes U app

Windows & MAC

– Sign in to iTunes U (Chrome or Firefox)
<http://itunesu.itunes.apple.com>

All device types



Provide enough information in the *Title* and *Description* so that your Reviewer or Assessor understands the context of your evidence and what it demonstrates about your knowledge and practice



*HAT and Lead aspirants should refer to requirements and guidelines provided by your employer