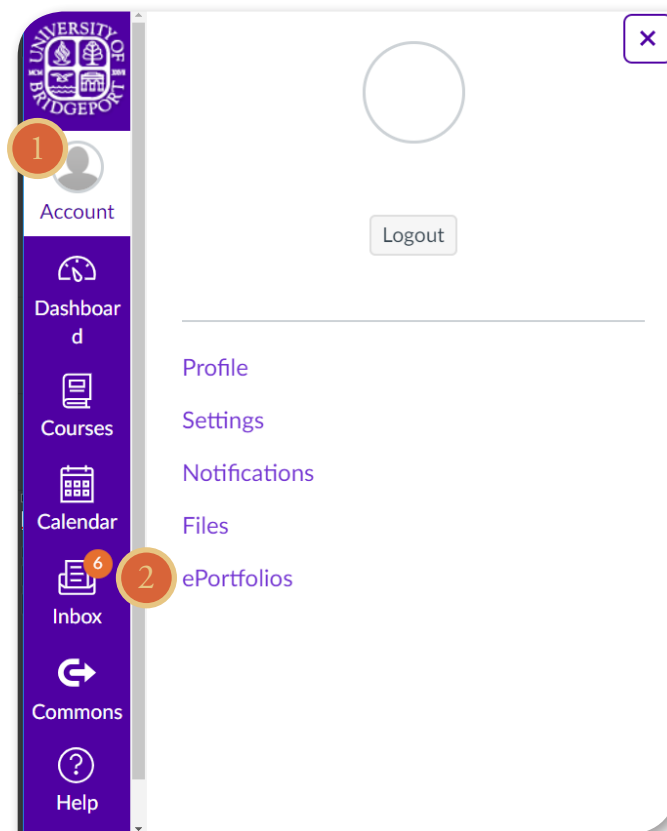


## How do I create a new page in my ePortfolio section as a student?

Within an ePortfolio section, you can create pages to add to the section. You can also add content to each page in the section. Any content added to an ePortfolio can only be viewed by users who have permission in Canvas to view it, even if your ePortfolio is made public. You cannot see other students work in your portfolio.

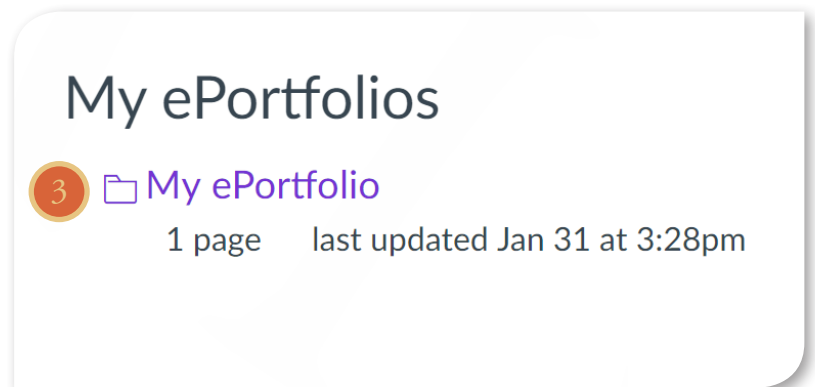
### Open ePortfolios



In Global Navigation:

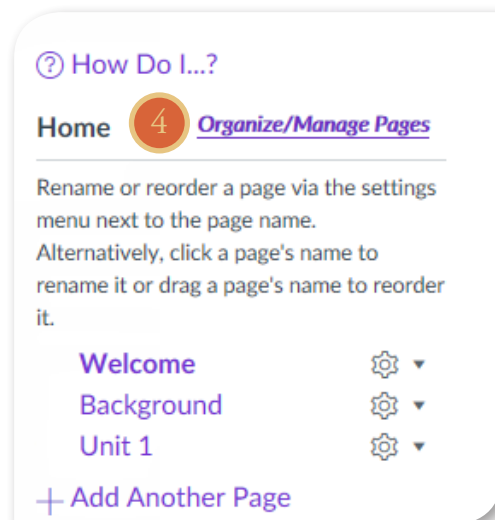
1. Click the [Account](#) link.
2. Click the [ePortfolios](#) link.

## Open ePortfolios



3. Click the title of the ePortfolio.

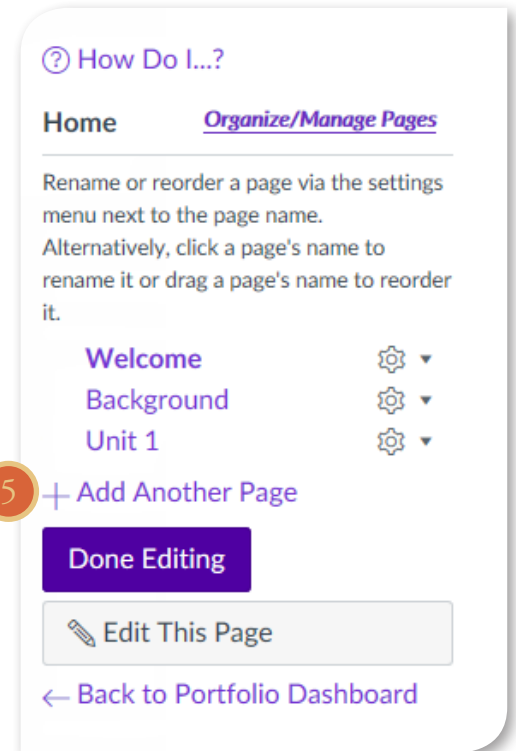
## Organize/Manage Pages



4. Click the [Organize/Manage Pages](#) link.

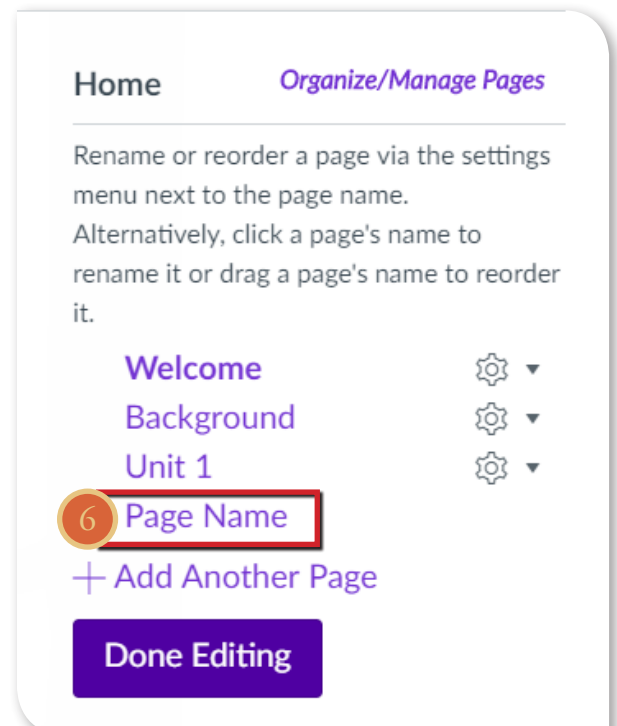
## Add Another Page

5. Click the **Add Another Page** link.



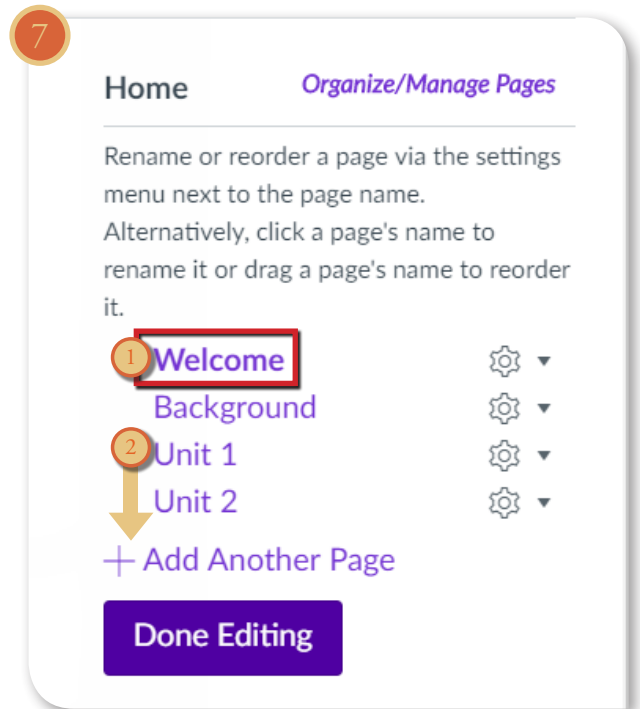
## Add Page

6. Type the name of the new page in the page name field and press Return (on a Mac keyboard) or Enter (on a PC keyboard).



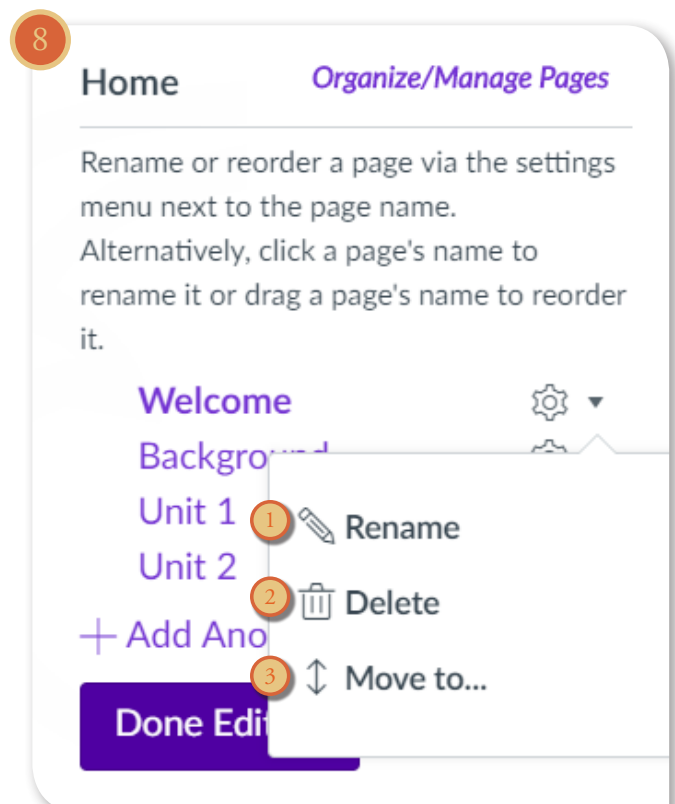
## Manage Page

7. To rename a page, click the name of the page and type the new name in the field [1]. To reorder a page, hover over the page name and wait for the cross arrows to appear [2]. Click and drag the page to the new location.



## View Page Settings

9. You can also edit your ePortfolio pages through the Settings menu [1]. To rename a page, click the **Rename** link [2]. To delete a page, click the **Delete** link [3]. To move a page, click the **Move to...** link [4].



## Save Page

9. Click the **Done Editing** button.

**Home**
*Organize/Manage Pages*

Rename or reorder a page via the settings menu next to the page name.  
Alternatively, click a page's name to rename it or drag a page's name to reorder it.

- Welcome
⚙️ ▼
- Background
⚙️ ▼
- Unit 1
⚙️ ▼
- Unit 2
⚙️ ▼

+ Add Another Page

9

Done Editing

## Add Page Content

10. To add content to your page, click the name of the page.

**Home**
*Organize/Manage Pages*

Rename or reorder a page via the settings menu next to the page name.  
Alternatively, click a page's name to rename it or drag a page's name to reorder it.

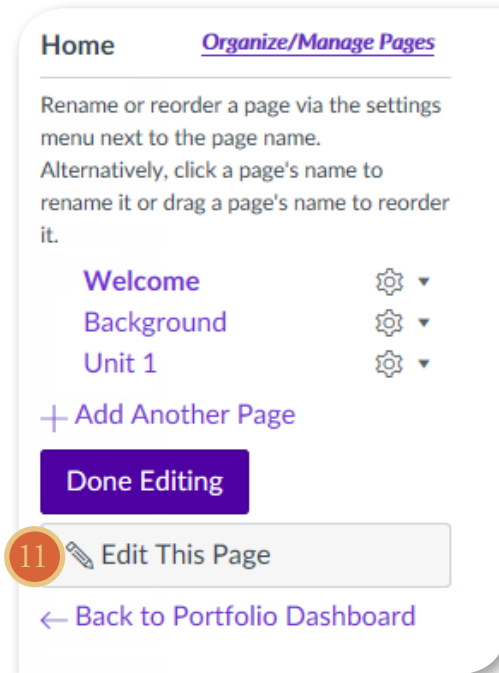
- 10** Welcome
⚙️ ▼
- Background
⚙️ ▼
- Unit 1
⚙️ ▼
- Unit 2
⚙️ ▼

+ Add Another Page

Done Editing

## Edit Page

11. Click the Edit This Page button.

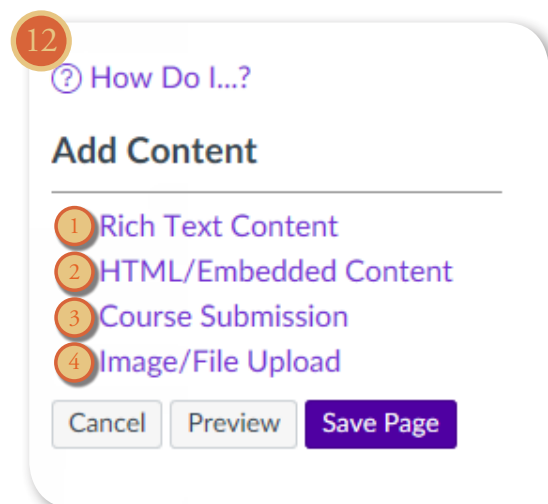


## Add Content

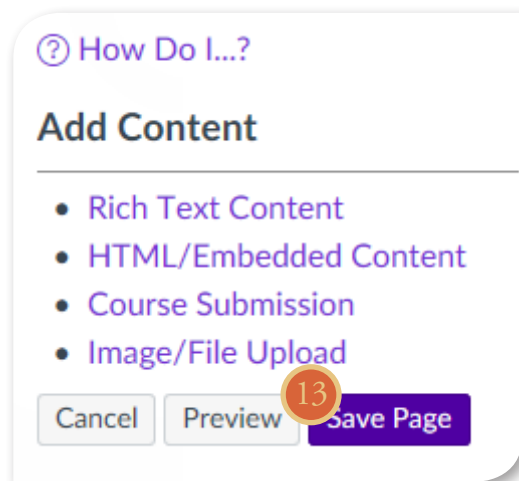
12. You can add content to your ePortfolio in several different ways.

You can add [Rich Text Content](#) [1], [HTML/Embedded Content](#) [2], [Course Submissions](#) [3], or [Image/File Uploads](#) [4].

**Note:** See [Canvas Basics](#) for more information about the Rich Text Content.



## Save Page



13. Click the Save Page button.