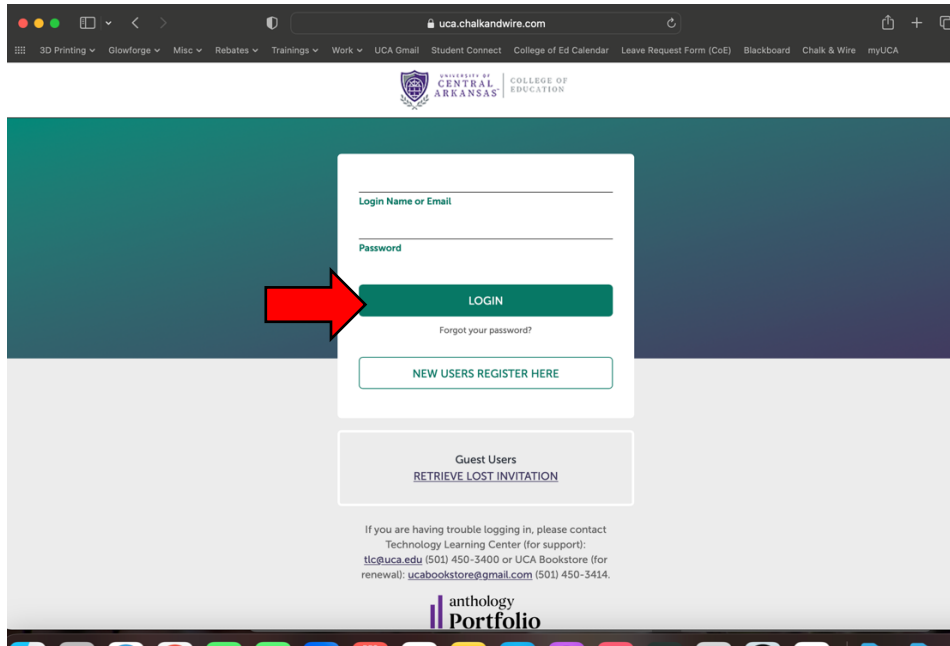
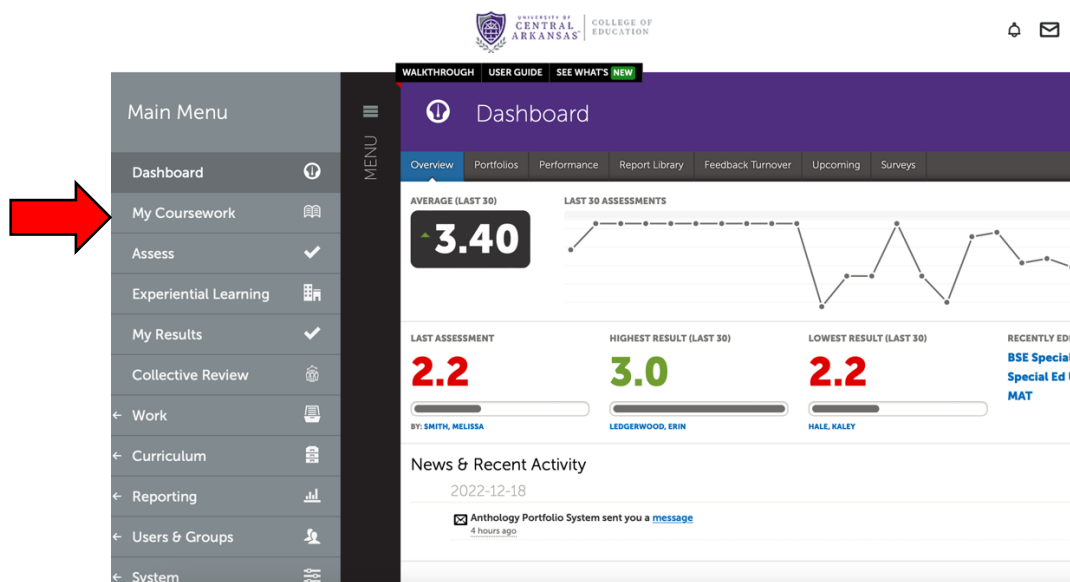


How to Add a Portfolio in Anthology (Chalk & Wire)

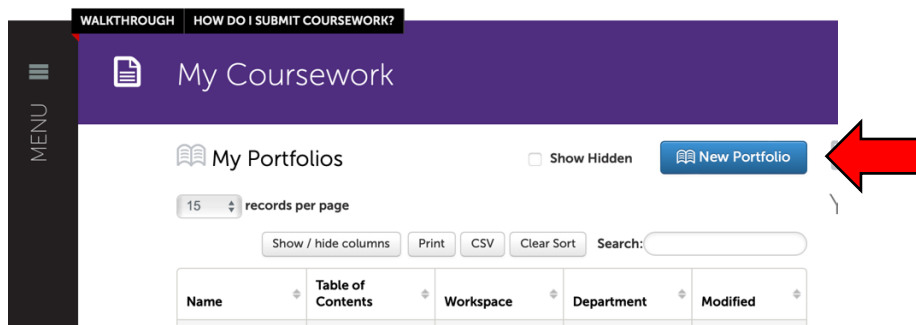
1. Log in to Anthology/Chalk & Wire by going to uca.chalkandwire.com.



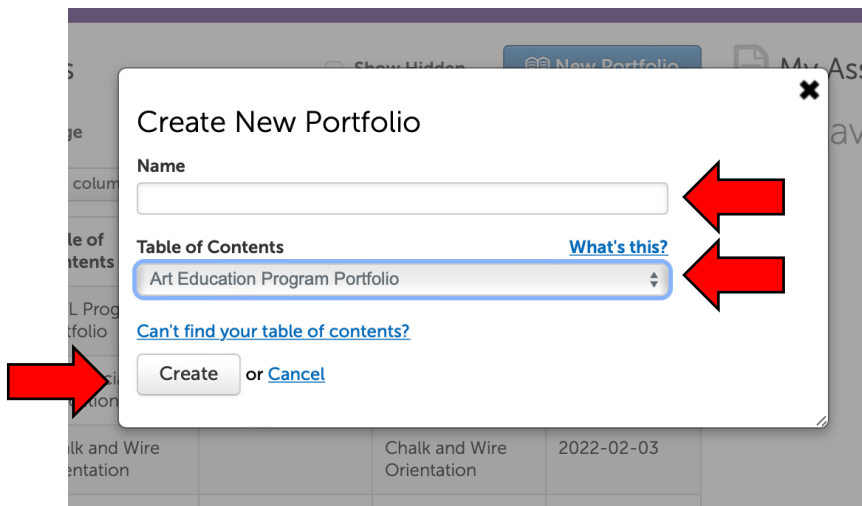
2. Click on Main Menu then My Coursework.



3. If you don't already have a portfolio created for the program you are enrolled in, you will need to click on the blue New Portfolio button.



4. A "Create a New Portfolio" box will pop up on your screen. You can name your portfolio whatever you'd like, but it's suggested to name it the name of the program you are enrolled in. Under "Table of Contents" you will select the program you are enrolled in. You will then click Create.



5. Once you click create, it will generate the Table of Contents for the program you selected. You will then click on the assignment you need to submit.

