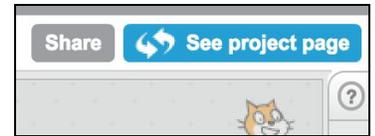


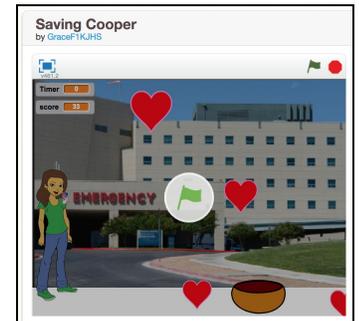
Update Portfolio: MUST BE DONE BY FINALS DAY (Fri, Dec. 21)

1. Complete your Scratch Game Project Page:

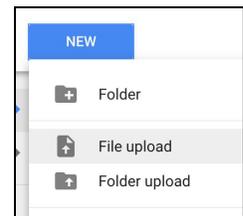
- ❑ Log in to Scratch.mit.edu.
- ❑ Click your **profile** in the upper right > click **My Stuff** > open your game.
- ❑ In the upper right corner, click **Share**. Now you should be on your **project page**. (If your game is already shared, click **See project page**.)
- ❑ In the **Instructions** box, include:
 - ❑ **Overview**: explain the game: what is the goal/quest of the game's character? What needs to be avoided or accomplished?
 - ❑ **Commands**: explain how to play: which keys do what, etc.
- ❑ In the **Notes and Credits** box, write a **ONE-SENTENCE summary** of your novel, and then **explain** how your game comes from that story.
- ❑ In the **Untitled** box, add an **original title** for your game. It could be your novel's title, or something related to your novel's story. Your title should be **original** and **creative** (your title should **NOT** have the words "game" or "Scratch" in it).



- ❑ **Proofread!** Make sure your project page has no errors.
- ❑ On your Project Page, take a **screenshot** of your game that includes the **game title** and **background screen** (to take a screenshot: on a Mac: command shift 4; on a PC: control shift 4; on a Chromebook: control shift windows key):

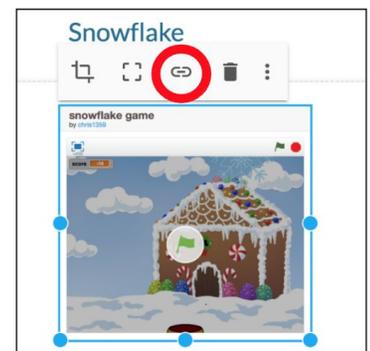


- ❑ Add the screenshot to your **Drive**:
 - ❑ In your **Drive**: click **NEW** > **File upload** > choose your **screenshot**.



2. Add your Scratch game to your portfolio:

- ❑ Go to your Drive and open your Google Sites Portfolio.
- → **NOTE: Do NOT** click on **+Add Footer!** **You do not want a footer.**
- ❑ Insert a **text box** and add the **title** of your game (text style: **heading**).
- ❑ **Below** your game title, copy/paste what you put in the **Notes and Credits** box on your Scratch game (text style: **normal text**).
- ❑ To the **RIGHT** of that text, insert your **screenshot** of your game.
- ❑ Go back to your Scratch game and **copy** the **URL**.
- ❑ In your portfolio, click on the picture of your game > click the **link icon**
- ❑ Paste your **game URL** in the box > click **APPLY**.

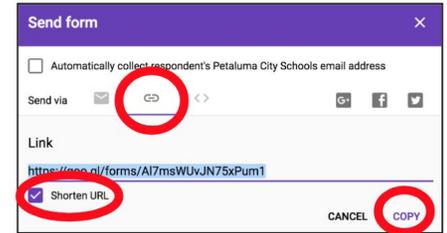


3. Make a feedback form for your game:

- ❑ Go to your Drive and click on **NEW** > **More** > **Google Forms**.
- ❑ Change **Untitled Form** to the **name of your game + Feedback**

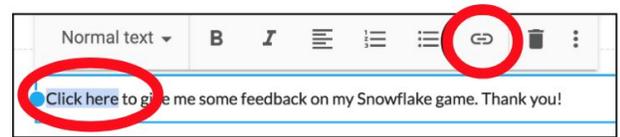
(over → →)

- ❑ Create at least **four questions** asking for feedback on your game (ask for **positive feedback AND suggestions** for improvement):
 - ❑ First question must be: What is your name? (choose **short answer**)
 - ❑ Add two **paragraph questions**, such as “What do you like about my game?” and “How can I improve my game?”
 - ❑ Add one more question of your choice (multiple choice, checkboxes, short answer, etc.).
- ❑ **Proofread** your form.
- ❑ To get the URL of your form: click **Send** in the upper right > click the **link icon** > click **Shorten URL** > **Copy**.



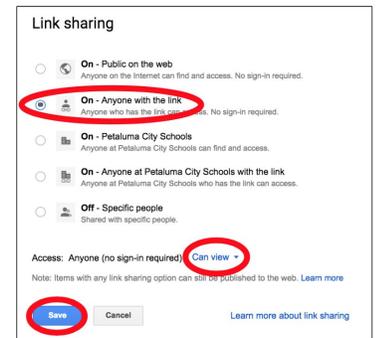
4. Link the feedback form on your portfolio:

- ❑ At the end of your paragraph about your game, add a **sentence** that asks for feedback on your game. Include the words “click here,” and **link** your feedback form to those words:
 - ❑ Click and drag over the words **click here**.
 - ❑ Click the **link** icon.
 - ❑ **Paste** the URL from your form > click **APPLY**.
 - ❑ **PROOFREAD** and **PUBLISH** your portfolio!
 - ❑ View your **published portfolio**: proofread and **CHECK ALL THE LINKS!**



5. Add your NaNoWriMo excerpt to your portfolio:

- ❑ Open your final draft of your excerpt > **Share** > **Advanced** > **Change** > “**Anyone with the link can VIEW**” > **SAVE**.
- ❑ **COPY** the paragraph that introduces your excerpt.
- ❑ In your portfolio, insert a text box and **PASTE** your intro paragraph. Add a **TITLE** above it.
- ❑ Insert your excerpt **BELOW** your paragraph: click **Drive** > choose your excerpt (you won’t be able to see the whole excerpt on your portfolio until you look at your published site).



6. Make a feedback form for your excerpt (see #3 on the front of this page).

- ❑ Title the form with your **novel title + feedback**.
- ❑ First question: what is your name?
- ❑ Ask what people **LIKE** about your excerpt - ask them to be specific.
- ❑ Ask what you could do to improve it. Again, ask them to be specific.
- ❑ Add one more question of your choice.

7. Link the feedback form on your portfolio (see #3 and #4 above).

- ❑ On your portfolio, **add a sentence** at the end of your intro paragraph that asks for feedback - include “Click here” in the sentence, and **link your feedback form URL to those words** (see above).

To see the feedback that people gave you:

- Go to Drive and open your feedback form. Click the **pencil** in the upper right:
- Click **Responses** > click on the **green spreadsheet icon**.

