

Mahara ePortfolios: Introduction

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Introduction – what and why?

“An ePortfolio is a purposeful aggregation of digital items - ideas, evidence, reflections, feedback etc. which 'presents' a selected audience with evidence of a person's learning and/or ability.”

Sutherland and Powell (2007)

ePortfolios are popular in both academic and professional contexts, mainly as a way for users to show evidence of achievement, e.g. graduate attributes, professional competency or for assessment. An ePortfolio allows its owner to store documents and other media that may then be presented in web pages to selected users. The ePortfolio keeps everything private until the owner chooses to publish information within it, and helps the owner to manage content efficiently as the ePortfolio matures. Reflective learning, meta-cognition, and goal planning are also possible with guided use of ePortfolios.

Federation University uses an ePortfolio system called Mahara. This guide introduces you to the main functions of Mahara, and will help you achieve what most users need for getting started. This isn't a manual, so it doesn't attempt to cover every feature or provide a comprehensive 'how to' for everything possible. ePortfolios, like their more traditional paper-based portfolio cousins, are highly individual creations and you will need to devote time and energy to creating something meaningful. If you are a student, you will need guidance on the purpose and structure of your ePortfolio from your teacher, lecturer or tutor. Your ePortfolio content, and the ways in which you present it, will depend on your own circumstances and objectives. You can create as many pages as you need for each audience and/or purpose.

New users of Mahara, and ePortfolios in general, are often concerned about privacy and portability. It is important to note that all information you put in your ePortfolio is **completely private by default**—you must take specific steps to share your information, which are described in this guide. When you leave Federation University, your Mahara ePortfolio doesn't have to stay behind; it is portable. You can export your ePortfolio at any time and carry on developing it elsewhere.

In this guide, you will see how to:

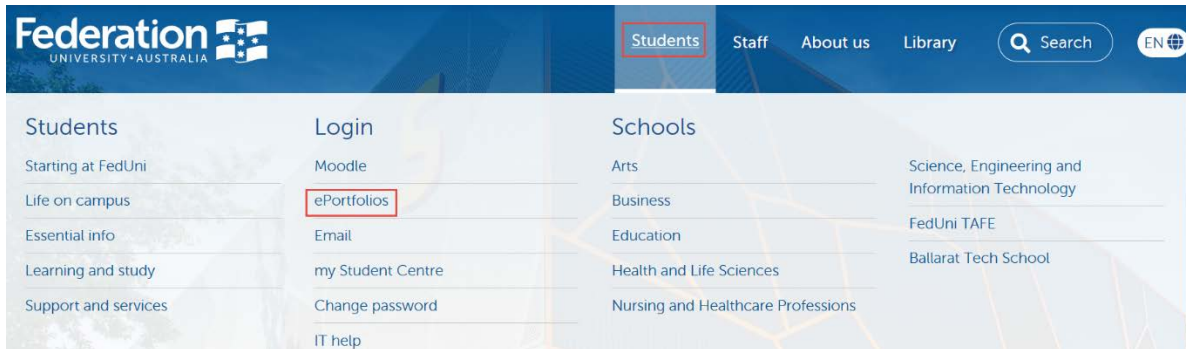
1. Login to ePortfolios@FedUni
2. Update your profile information and profile page
3. Add and manage files and folders
4. Add and manage journals
5. Create and share ePortfolio pages
6. Find additional help

Login

1. Open your web browser and go to:

<https://eportfolios.federation.edu.au>

You can also access Mahara from the header under **Students -> ePortfolios** in Federation University's website.



2. Enter your FedUni username and password in the Login block and click the **Login** button.

Login

*Fields marked by * are required.*

Username: *

Password: *

Login

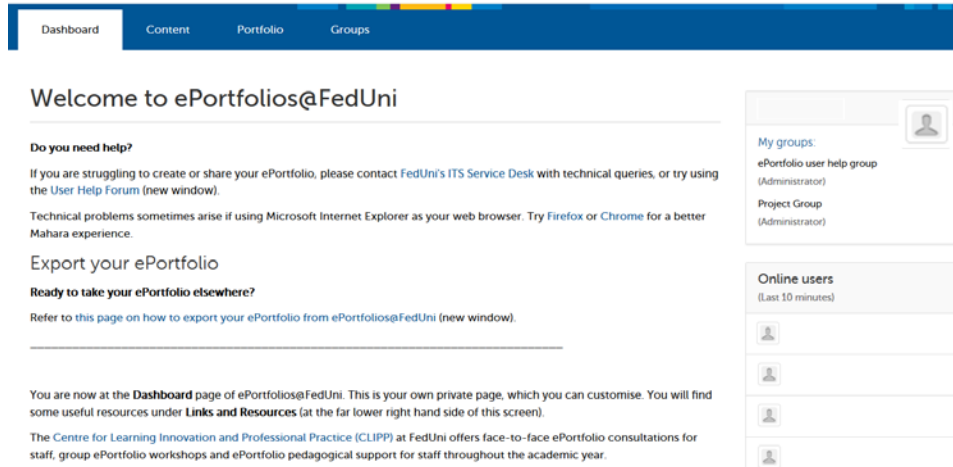
If you have any problems logging in, check that you do not have CAPS-LOCK enabled, as passwords are case-sensitive. For persistent login problems contact the Service Desk on extension 9999 (03 5327 9999).

Technical requirements

You can access Mahara from any Internet connected computer, tablet or smartphone. You should update your preferred web browser to the most current version before using Mahara. There are sometimes problems when using Microsoft Internet Explorer, and we recommend Firefox or Chrome browsers.

You must allow cookies and Javascript in your web browser for Mahara to function correctly. These are usually turned on by default.

The Mahara Interface



Dashboard Content Portfolio Groups

Welcome to ePortfolios@FedUni

Do you need help?
If you are struggling to create or share your ePortfolio, please contact FedUni's ITS Service Desk with technical queries, or try using the [User Help Forum](#) (new window).
Technical problems sometimes arise if using Microsoft Internet Explorer as your web browser. Try Firefox or Chrome for a better Mahara experience.

Export your ePortfolio
Ready to take your ePortfolio elsewhere?
Refer to this page on how to export your ePortfolio from ePortfolios@FedUni (new window).

You are now at the **Dashboard** page of ePortfolios@FedUni. This is your own private page, which you can customise. You will find some useful resources under **Links and Resources** (at the far lower right hand side of this screen).
The Centre for Learning Innovation and Professional Practice (CLIPP) at FedUni offers face-to-face ePortfolio consultations for staff, group ePortfolio workshops and ePortfolio pedagogical support for staff throughout the academic year.

My groups:
ePortfolio user help group (Administrator)
Project Group (Administrator)

Online users
(Last 10 minutes)

The first page you see after logging in is called your **Dashboard**. You can configure some of the contents and layout of this page; we'll do this later.

Just below the FedUni logo in the top-left corner, there are several tabs that you use to navigate Mahara. Rolling over a tab will usually reveal more links below it. The tabs are:

- **Dashboard:** this will bring you back to your Dashboard.
- **Content:** this where you enter and edit your profile and resume information, and add files. We'll look at this shortly.
- **Portfolio:** this is where you can create pages for sharing with others. We'll look at this later.
- **Groups:** where you can form your own user groups and interact with other users of the system via discussion forums and shared pages. We won't be looking at groups in this introduction to Mahara.

In the top-right corner are links to:



- **Settings:** we'll consider this later.
- **Inbox:** where your notifications are held; we'll also consider this later.
- **Logout:** always remember to logout when you've finished editing your ePortfolio if you are using a shared computer.

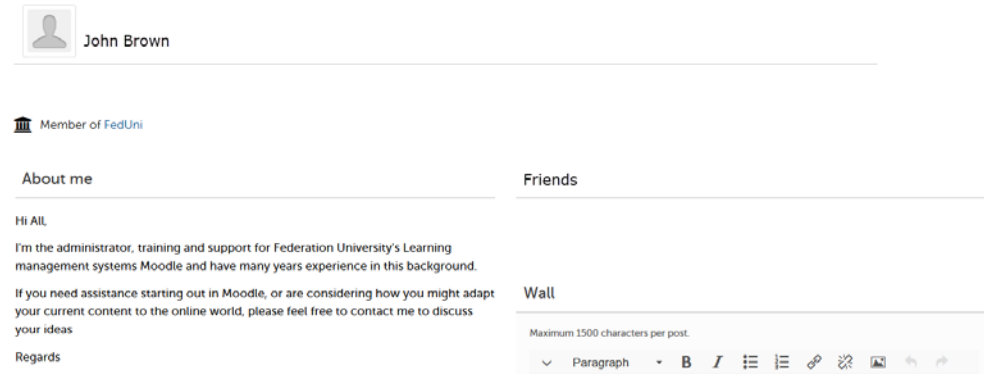
You can find others in the system by using the **Search users** box.

On the right of the page are a number of blocks with information. The number and type of blocks you see will depend on your context (whereabouts in the system you are).


In the screenshot above we can see that there was one Mahara user online at that time. Click on a user's name to access their profile page. Every user has a profile page that is accessible by all other users of FedUni's Mahara, and optionally open to the world.

You should only place minimal information on your profile page, for privacy reasons.

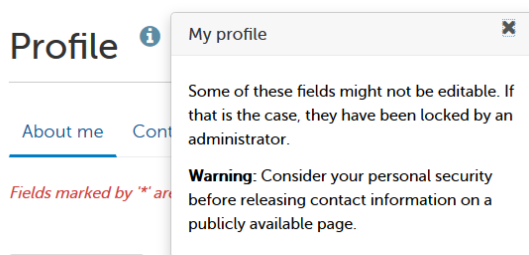
A typical profile page is shown below.



Context sensitive help

Mahara gives context sensitive help, anywhere you find the information. 

Click the icon to see help information that is specific to its context.

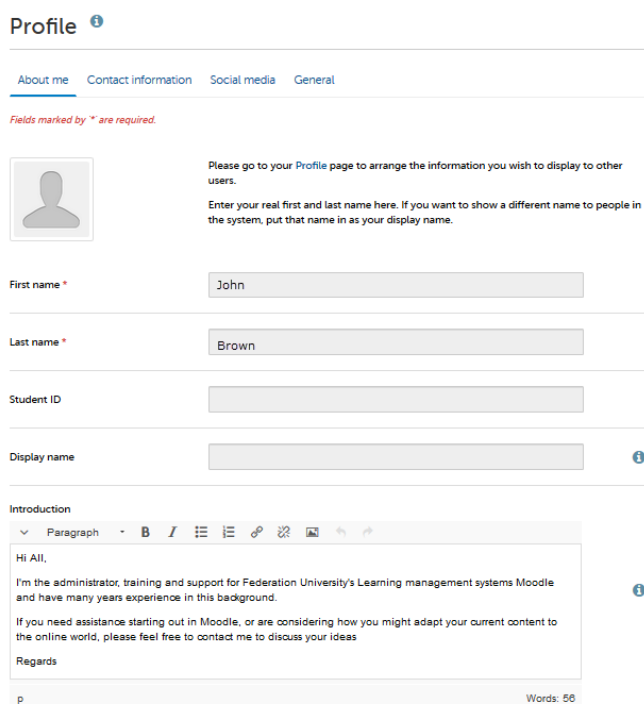


Update Your Profile

You should keep your profile information in Mahara current, as this can be used in multiple pages (including your profile page) later. Perhaps the most important feature of Mahara is that **any information you enter or upload is completely private until you choose to make it available** to others in pages you create and share. We will look at the relationship between your profile information and your profile page shortly.

Edit profile information

1. Click on the **Content** tab. This will take you to the **Profile** area where you can update your profile information (except your name and student ID, which is held in a central directory).



The screenshot shows the 'Profile' page in Mahara. At the top, there are tabs for 'About me', 'Contact information', 'Social media', and 'General'. Below the tabs, a red note states 'Fields marked by * are required.' There is a placeholder for a profile picture. To the right of the picture, instructions read: 'Please go to your Profile page to arrange the information you wish to display to other users. Enter your real first and last name here. If you want to show a different name to people in the system, put that name in as your display name.' Below this are four input fields: 'First name *' with 'John', 'Last name *' with 'Brown', 'Student ID', and 'Display name'. At the bottom is a rich text editor titled 'Introduction' with a toolbar and the following text: 'Hi All, I'm the administrator, training and support for Federation University's Learning management systems Moodle and have many years experience in this background. If you need assistance starting out in Moodle, or are considering how you might adapt your current content to the online world, please feel free to contact me to discuss your ideas. Regards'. A word count of 'Words: 56' is shown at the bottom right.

2. Use the text editor to enter an introduction of yourself and format it how you like. Click on the **Contact information**, **Messaging**, and **General** tabs to enter more information. Remember to click the **Save profile** button when you have finished.

You can come back and edit your profile information at any time, and it remains private until you choose to publish it on a page and then share the page. You can also upload profile pictures that can be displayed wherever you choose. Refer to the Mahara manual for more information on this topic.

Résumé


The **Résumé** area is similar to your Profile area, and you can store all the information that may be useful to potential employers or others. Remember that all of this information remains private until you choose to put it in a page and share it. The advantage of storing this information in the central Résumé area is that later on you can pick and choose which aspects to display in an ePortfolio page rather than having to copy and paste text to various pages.




Some users prefer not to use the Résumé area, and simply upload a Résumé/CV and cover letter Word or PDF files. We'll look at uploading files soon.

Profile page

Your Mahara Profile page is a special page that can be viewed by all other users of Mahara at FedUni. You may also choose to have this page accessible to anyone on the Internet. You cannot delete your Profile page but you can control what information appears in it, including any profile information you have already entered into the system.



1. Click on your name in the top-right block on the Dashboard. This will take you to your Profile page, and show you what other users can see.
2. On your Profile page, click the '**Edit this page**' button at the top-right.
3. The **Edit content** tab is highlighted. You will see a large pane that gives a preview of your page, and a column to the left with available 'blocks' to insert into your page. To put one of these blocks into your page, click on one and hold down the mouse button while dragging it into your preview pane. Try this with a text box.

John Brown's Profile | Edit 



Display page   Settings  Edit

This area shows a preview of what your page looks like. Changes are saved automatically.
Drag blocks onto the page to add them. You can then also drag them around the page to change their position.



- + Text
- + Image
- Media
- Journals
- General
- Personal info
- External

+ Contact Information  


Business Phone: 5327 9797
Email address j.brown@federation.edu.au

+ Profile Information  

I am a Learning Technology Support Officer in FedUni's Centre for Innovation and Professional Practice.


+ About me  

Hi All,
I'm the administrator, training and support for Federation University's Learning management systems Moodle and have many users

+ My friends 






Try searching for new friends to grow your network.

4. Once a block has been dropped into the preview pane, you will usually be asked to configure it. For the text box, enter a title and some content, format it as you like, then scroll down and click the **Save** button.

Text: Configure 


Block title

Block content

Paragraph **B** *I*     



p Words: 0


Retractable

No 

Select to allow this block to be retracted when the header is clicked.

Save [Remove](#)

5. The block will now appear in your Profile page's preview pane. To edit an existing block, click on the gear icon  that appears in the top-right corner of each block in the **Edit content** view. To delete a block, click on its trash icon. 

6. You can move blocks around the preview pane by dragging and dropping them by their headers. When you see the movement  you can click and drag a block to a new location.

7. Click on the **Personal info** category to see a list of other block types you can drag into your page. Try the other categories. A list and description of these blocks is given in the appendix of this guide.

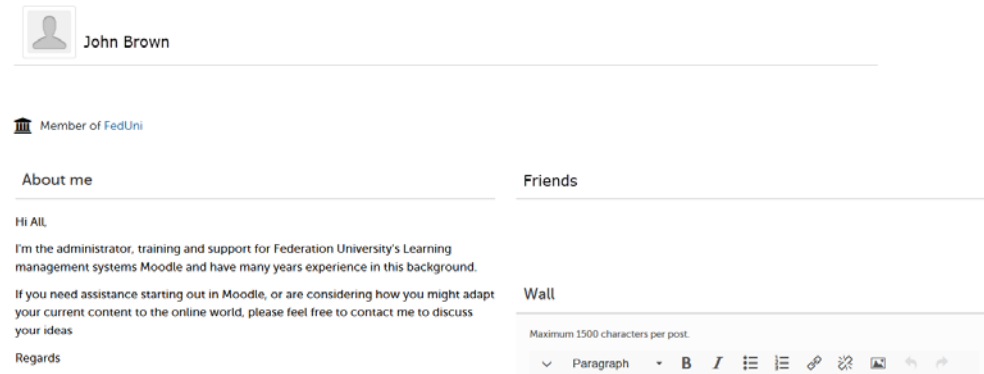
8. Click the **Display page** tab to see how your page will look. There will be a **Back** button on that page that you should use.

9. When you have finished editing your Profile page, click the **Done** button at the bottom of the preview pane to save any changes.


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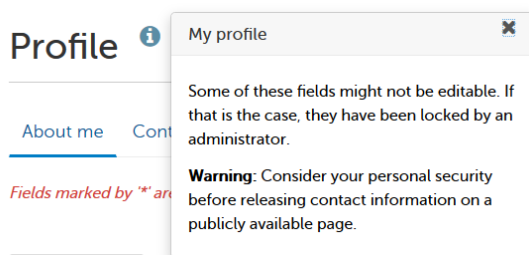
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Edit profile information

3. Click on the **Content** tab. This will take you to the **Profile** area where you can update your profile information (except your name and student ID, which is held in a central directory).

Profile ?

About me Contact information Social media General

Fields marked by * are required.

Please go to your Profile page to arrange the information you wish to display to other users.

Enter your real first and last name here. If you want to show a different name to people in the system, put that name in as your display name.

First name *

Last name *

Student ID

Display name ?

Introduction

Paragraph **B** *I*

Hi All,
I'm the administrator, training and support for Federation University's Learning management systems Moodle and have many years experience in this background.
If you need assistance starting out in Moodle, or are considering how you might adapt your current content to the online world, please feel free to contact me to discuss your ideas
Regards

Words: 56

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10. Click on your name in the top-right block on the Dashboard. This will take you to your Profile page, and show you what other users can see.

11. On your Profile page, click the '**Edit this page**' button at the top-right.

12. The **Edit content** tab is highlighted. You will see a large pane that gives a preview of your page, and a column to the left with available 'blocks' to insert into your page. To put one of these blocks into your page, click on one and hold down the mouse button while dragging it into your preview pane. Try this with a text box.

John Brown's Profile | Edit ?

Display page ? Settings Edit

This area shows a preview of what your page looks like. Changes are saved automatically.
Drag blocks onto the page to add them. You can then also drag them around the page to change their position.

- + Text
- + Image
- Media
- Journals
- General
- Personal info
- External

+ Contact Information ? ?

Business Phone: 5327 9797
Email address j.brown@federation.edu.au

+ Profile Information ? ?

I am a Learning Technology Support Officer in FedUni's Centre for Innovation and Professional Practice.

+ About me ? ?

Hi All,
I'm the administrator, training and support for Federation University's Learning management system Moodle and have many users

+ My friends ?

Try searching for new friends to grow your network.

13. Once a block has been dropped into the preview pane, you will usually be asked to configure it. For the text box, enter a title and some content, format it as you like, then scroll down and click the **Save** button.

Text: Configure

Block title

Block content

Paragraph **B** *I*

-

-

[Link](#) [Unlink](#)

p Words: 0

Retractable

No

Select to allow this block to be retracted when the header is clicked.

Save [Remove](#)

14. The block will now appear in your Profile page's preview pane. To edit an existing block, click on the gear icon that appears in the top-right corner of each block in the **Edit content** view. To delete a block, click on its trash icon.

15. You can move blocks around the preview pane by dragging and dropping them by their headers. When you see the movement you can click and drag a block to a new location.

16. Click on the **Personal info** category to see a list of other block types you can drag into your page. Try the other categories. A list and description of these blocks is given in the appendix of this guide.

17. Click the **Display page** tab to see how your page will look. There will be a **Back** button on that page that you should use.

18. When you have finished editing your Profile page, click the **Done** button at the bottom of the preview pane to save any changes.

Adding and Managing Files and Folders

To create a meaningful ePortfolio you'll probably need to add files. These files may help you provide evidence and could be in various formats such as documents, slideshow presentations, images, audio and video. Mahara allows you to upload almost any type of file you'll need to include in your ePortfolio, organize them in folders, and add them to pages you can share.

Adding files and folders

1. From the Dashboard, click on **Files** under the **Content** tab.

The screenshot shows the Mahara interface with the 'Content' tab selected. The 'Files' section is active, displaying a copyright notice and an 'Upload file' section. The 'Upload file' section includes a 'File' input field with a 'Browse' button, a 'Drop files here to upload' area, and a 'Create folder' button. Below the 'Upload file' section is the 'Existing files' section, which contains a table of files and a 'Download folder content as a zip file' link.

| NAME | DESCRIPTION | SIZE | DATE |
|----------------|-------------|-------|------------|
| Assessment.jpg | | 16.8K | 06/20/2017 |

2. Before you can upload a file, you must agree to the copyright statement by clicking on the tick box to the right of **Upload file**.
3. You will now be able to click the **Choose Files** button and browse for the file you wish to upload. When you have successfully uploaded your file a message will appear towards the top of the screen, similar to this one:

✔ Upload of Getting Started.pdf complete

4. Alternatively, after agreeing to the copyright statement, you can drag and drop files from your computer to the area that states '**Drop files here to upload**'.
5. Create a new folder by entering its name and clicking the **Create folder** button.

The screenshot shows a text input field containing the word 'Drafts' and a blue 'Create folder' button.

6. If you have a folder of files to upload, firstly compress/archive them (so they are in .zip format) on your computer, then upload the zip file. Once the zip file is in your Files area in Mahara, you will be able to 'unzip' it.


Managing files and folders

Before you add a lot of files to your ePortfolio, spend some time thinking about a useful folder structure. You may want to structure your folders so that documents are in one folder, audio in another and so on. Or you may prefer to have folders that represent different aspects of your work and academic life, such as by course code or research topic. Once you have a folder structure in place it can be time-consuming to rearrange it.

1. To see what a folder contains, or to upload a file to that folder, click on its name.
2. To move back up the folder structure, click on the Parent folder link (up arrow) or use the breadcrumbs to navigate back up (in the example below, click on **Home**).

Home / Drafts

| | NAME | DESCRIPTION | SIZE | DATE |
|---|---------------|---------------|------|------|
| ↑ | Parent folder | Parent folder | | |

3. Move files or folders into other folders by dragging and dropping their icons. Make sure the movement pointer is visible before you click and drag. 

4. Delete a file or folder by clicking the trash icon on its far-right. 

5. Edit a file or folder by clicking the pencil icon on its 


Enter a short description to help you and your ePortfolio viewers identify the contents of the file or folder more easily later on. You can use tags separated by commas to help you search for content when you need it later. You can also change the name of the file, if necessary. Click the '**Save changes**' button when you've finished editing.

Edit file

Fields marked by '' are required.*

Name *

Description

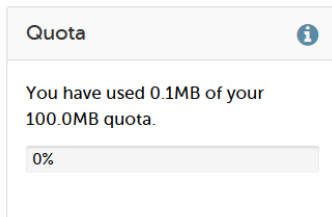
Tags 

Search for/enter tags for this item. Items tagged with 'profile' are displayed in your sidebar.

Comments

Storage quota

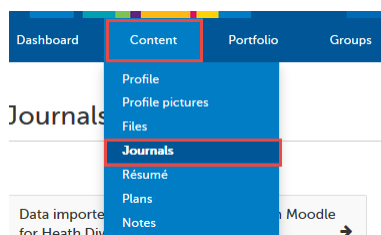
Every user in Mahara has a file storage quota. You can see how much of your quota you have used by checking the Quota block at right in the **Files** area. Videos or large presentations with multimedia content can use up your quota quickly and recommend uploading and linking via Kaltura.



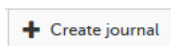
Adding and Managing Journals

A journal is like a blog—a place where you can keep reflections, observations, or other timely information for yourself or for others to read. You can keep as many journals as you like in Mahara, and publish all or parts of their content in your ePortfolio pages.

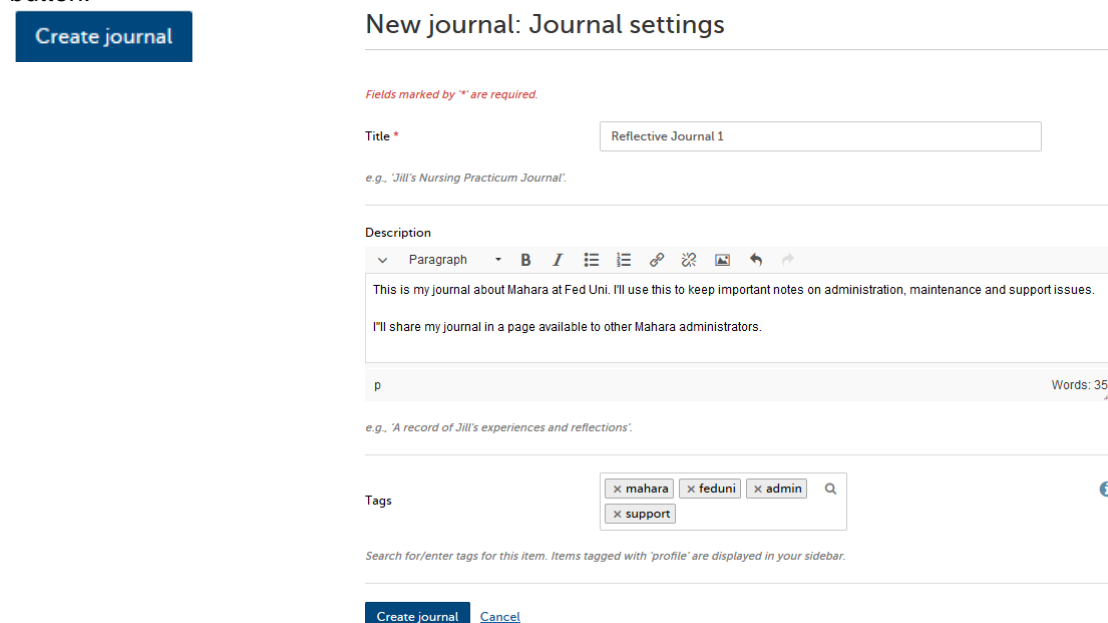
1. Go to **Content > Journals**.



2. Click the **Create journal** button.



3. Give your journal a **Title**, an optional **description**, and optional **tags**, then click the **Create journal** button.



Create journal

New journal: Journal settings

Fields marked by "" are required.*

Title *

e.g., 'Jill's Nursing Practicum Journal'.

Description

Paragraph **B** *I*

This is my journal about Mahara at Fed Uni. I'll use this to keep important notes on administration, maintenance and support issues.

I'll share my journal in a page available to other Mahara administrators.

Words: 35

e.g., 'A record of Jill's experiences and reflections'.

Tags

Search for/enter tags for this item. Items tagged with 'profile' are displayed in your sidebar.

Create journal [Cancel](#)

4. Your Journals area will now show that you have a journal to which you can add entries.



5. Add an entry to your journal by clicking on the **New entry** button. Do this each time you have something new to add to your journal. Your journal entries are private until you put them in a page and then share that page.

6. Give your new entry a title, enter the main body of text for the entry, and add some optional tags.

Fields marked by "*" are required.

Title *

Entry *

Paragraph **B** *I*

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.

p Words: 57

Tags

Search for/enter tags for this item.

Attachments
No files found

Draft

When your entry is a draft, no one except you can see it.

Allow comments

Allow comments on your entry.

7. Add a file as an attachment to the journal entry if necessary.

8. Choose whether to save the entry as a draft. If saved as a draft it cannot be included in a page that you share. You can edit a draft entry later so that it is no longer in draft.

9. Choose whether to allow comments on your entry. This option only applies if you publish your journal or individual journal entry to a page and then share that page with others.

10. Click the **Save entry** button when you have finished creating or editing your entry.

11. A message will let you know that your entry was saved successfully.



Creating and Sharing an ePortfolio Page

You learned earlier how to edit your Profile page. Your Profile page is just one of many ePortfolio pages you can share with others. The main reason for creating different pages is that you can share them with different target audiences. For example, you may create a page that contains information relating to a research paper you are writing and choose to share this page with your research associates. You may have another page, or several pages, containing information and evidence relating to your continuing professional development. This page might be kept completely private until you are required to share it with your supervisor for promotional purposes. The information stored in your ePortfolio can be repurposed for different audiences by creating pages with different sharing permissions. A page can be completely private, open to the world, or anything in-between.

Create your Page

1. Navigate to **Portfolio > Pages**. Everyone in Mahara has at least two pages: a Dashboard page (which only you see when logged in) and a Profile page (which is shared with everyone else at FedUni, and optionally shared with the world).
2. Click the **Add** button.

Pages and collections ?

3. Click **Pages**.

4. Give the page a title, optional description and optional tags, then click the **Save** button.

No title | Settings

Display page [↻](#) [Settings](#) [Edit](#) [Share](#)

Fields marked by * are required.

Basics

Page title *

Page description

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Words: 7

Tags

Search for/enter tags for this item. Items tagged with 'profile' are displayed in your sidebar.

Name display format *

How do you want people who look at your page to see your name?

Layout [↕](#)

Skin [↕](#)

[Save](#)

5. You will be taken to the **Edit content** area, where you will see a preview pane similar to the one you see when editing your Profile page. Drag a block or two into the preview pane and configure. You can move blocks around by dragging them to new locations, as previously described.

First Page | Edit [?](#)

Display page [↻](#) [Settings](#) [Edit](#) [Share](#)

This area shows a preview of what your page looks like. Changes are saved automatically.
Drag blocks onto the page to add them. You can then also drag them around the page to change their position.

[+ A Text](#)

[+ Image](#)

[Media](#)

[Journals](#)

[General](#)

[Personal info](#)

[External](#)

[+ Introduction](#) [⚙️](#) [🗑️](#)

Introduction to my profile

[+ A Text](#)

[Display page](#) [Return to pages and collections](#)

6. If you don't wish to share this page yet, click the **Done** button when you have finished editing. You can come back and edit and/or share the page later.

7. If you wish to share the page immediately, click the **Share page** tab when you have finished editing.

Share your page

Now that you have created a page you can share it. This is where you decide who can see your page, and when. **By default your page is completely private**, so you will need to tell Mahara who should be able to see it.

Within Moodle, you are able to submit any Page or Collection to an assignment dropbox that has been setup for Mahara to do so go to your required course.

- 1) Click on the **assignment dropbox**



- 2) Click **Add Submission**

Add submission

Choose from either a **Page** or **Collection** to Submit and click **Save Changes**

Pages by | John Brown Example Page

Collections by | John Brown Test Collection

Save changes Cancel

Note: Your page may become locked out and uneditable once you have submitted, any submission issue please contact your lecture.

Other Mahara Settings and Preferences


Dashboard page


Your Dashboard page is what you see when you first login to Mahara. Nobody else can see this page, and you can configure most of it as you wish.

To edit your Dashboard page, browse to **Portfolio > Pages**. Your Dashboard page always appears at the top of your list of pages. Edit and save your Dashboard page as you would with any of your other pages, as described earlier. Note that only certain blocks can be part of your Dashboard page.


Refer to the appendix for more information.

Settings and notifications

You can change a number of account options that will affect your experience in Mahara. To change these settings, click the Settings link or icon  **Settings** in the top-right of your screen.

This will take you to your Settings page. Most of the options here are self-explanatory and have help available via the information. 

In your Settings Notifications tab, you can change the way you receive notifications from Mahara. For each of the activities listed you can choose:

1. Inbox: notifications will stay in your inbox in Mahara, which you can access via the envelope icon at top-right . The number next to the icon is the number of unread messages there.
2. Email: every time an activity occurs, you will receive an email. This can become overwhelming in busy environments.
3. Email digest: you will receive one email each day that lists the activities relevant to you in the previous 24 hours.

Note that if you select either of the email options, notifications will still arrive in your Mahara inbox, but they will be automatically marked as read.

Further Help

You can get further help with ePortfolios@FedUni by (in order of effectiveness):

1. Looking for answers and/or asking questions in the ePortfolios@FedUni user help forum. There is a link to the forum under **Links and Resources** once you have logged in.
2. Contacting Service Desk. Phone (03) 5327 9797 or email servicedesk@federation.edu.au
3. Referring to the official Mahara user manual. There is a link to the manual under **Links and Resources** once you have logged in.
4. Contacting CLIPP. Phone (03) 5327 6151 or email clipp@federation.edu.au

Appendix A – Content blocks and usage

This information is taken from the official Mahara manual:





<http://manual.mahara.org/en/1.8/blocks/context.html>




Certain blocks can only exist in certain page contexts. For example, the wall can only be placed on the profile page whereas the text box can be used on any page. There are a number of page contexts which can have different blocks:

- portfolio page
- group page
- institution page
- site page
- profile page
- dashboard page





The following list shows in which contexts a specific block and therefore a specific artefact can be used. It also shows which blocks can be copied.

Files, images and video

| Block | User | Group | Institution | Site | Dashboard | Profile | Group homepage | Copyable |
|--|------|-------|-------------|------|-----------|---------|----------------|----------|
|  File(s) to download | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
|  Folder | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
|  Some HTML | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
|  Image | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |



| Block | User | Group | Institution | Site | Dashboard | Profile | Group homepage | Copyable |
|---|------|-------|-------------|------|-----------|---------|----------------|----------|
|  Image gallery | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
|  Embedded media | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
|  PDF | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |

Journals





| Block | User | Group | Institution | Site | Dashboard | Profile | Group homepage | Copyable |
|---|------|-------|-------------|------|-----------|---------|----------------|----------|
|  Journal | ✓ | | | | ✓ | ✓ | | ✓ |
|  Journal entry | ✓ | | | | ✓ | ✓ | | ✓ |
|  Recent journal entries | ✓ | | | | ✓ | ✓ | | |
|  Tagged journal entries | ✓ | | | | ✓ | ✓ | | |

General




| Block | User | Group | Institution | Site | Dashboard | Profile | Group homepage | Copyable |
|---|------|-------|-------------|------|-----------|---------|----------------|----------|
|  Creative Commons license | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
|  Navigation | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
|  Text box | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
|  Plans | ✓ | | | | ✓ | ✓ | | |
|  Recent forum posts | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
|  Group info | | | | | | | ✓ | |
|  Group members | | | | | | | ✓ | |
|  Group pages | | | | | | | ✓ | |
|  Inbox | | | | | ✓ | | | |
|  Latest pages | | | | | ✓ | | | |

| Block | User | Group | Institution | Site | Dashboard | Profile | Group homepage | Copyable |
|--|------|-------|-------------|------|---|---------|----------------|----------|
|  Watched pages | | | | |  | | | |

Personal info

| Block | User | Group | Institution | Site | Dashboard | Profile | Group homepage | Copyable |
|--|---|-------|-------------|------|---|---|----------------|---|
|  Contact information |  | | | |  |  | |  |
|  Profile information |  | | | |  |  | |  |
|  My friends | | | | |  |  | | |
|  My groups | | | | |  |  | | |
|  My pages | | | | |  |  | | |
|  Wall | | | | | |  | | |
|  My entire résumé |  | | | |  |  | | |
|  One résumé field |  | | | |  |  | | |

External content

| Block | User | Group | Institution | Site | Dashboard | Profile | Group homepage | Copyable |
|---|------|-------|-------------|------|-----------|---------|----------------|----------|
|  External feed | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
|  External media | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
|  Google Apps | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |