

# Digital Storytelling

## Portfolio Assessment

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**Creative Commons 2017**

### **CONTENTS**

Overview and background for instructors  
Instructor Guide to using Purdue's Passport System  
Student Handouts for using Purdue's Passport System

Page 2  
Page 10  
Page 18

# SECTION I.

## Overview and background for instructors

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### ABOUT THIS PROJECT

Educators in the Community Technology Empowerment Project (CTEP AmeriCorps) and the Twin Cities Youth Media Alliance created the Digital Storytelling Badge in Passport. These educators met monthly for six months to determine which instrument would be most effective, align standards to the portfolio, create a rubric that met both students' and instructors' needs, and to create instructional materials to support educators.

We wanted to create the digital storytelling badge as a way for educators in community-based settings to guide students in digital storytelling. We also wanted an effective tool that assesses and recognizes the digital skills needed to put together a digital story, as well as one that allows students to share their stories with friends, family, and potential employers.

We have chosen the Passport system because it allows instructors to assess students' digital skills, while at the same time providing students with a permanent digital link to their stories. We hope that the instructional materials below, as well as the student handout help instructors guide students through this digital portfolio process. Happy digital storytelling!

### MESSAGE FOR LEARNERS

Welcome to the digital storytelling portfolio! Everyone has stories to share; stories about what shaped them as a person, stories about identity, about family, friends, school, neighborhoods, community, politics, pets and so much more. Your life is textured, full, and vibrant. We want you to tell us about it using digital storytelling tools you've learned in after-school programs or in community based settings. We also want to see the ideas *behind* your story, which is why we have set up a digital portfolio where you document your process. We have for you questions like, how did your idea start out and what was your original vision for your story?; What did your initial stab at a digital story look like?; How did you make it better and into the digital story you wanted to tell?; And, what does this story say about you as an artist? At the end of it all you will have a link to your digital story portfolio that you can share with friends, family, teachers, and even future employers, So go ahead, tell us your story...

## WHAT IS DIGITAL STORYTELLING?

The State Media Art Standards in Minnesota state they want students to be able to select from a variety of software, such as photo-, video- and sound-editing software, to create original digital products for expressive storytelling. In order to make that a little less squishy we have borrowed the definition from [this blog post](#), as a definition to help instructors determine whether or not students should use Passport:

*“Digital storytelling is a constructivist approach to learning that emerged in the late 1980’s at the Center for Digital Storytelling (CDS) in California. This technique is a ‘modern expression of the ancient art of storytelling’ (The Digital Storytelling Association 2011). Storytelling throughout the centuries has been a popular and compelling way to communicate and share knowledge and experiences, and has been used as a pedagogical tool long now.*

*In today’s digitized world with teachers entering classrooms with digital natives ([Prensky 2001](#)), digital storytelling emerged as a consequence of a more systematic use of educational technology for learning. Although there is not a single definition for the term, the basic understanding is that digital storytelling uses digital tools and means such as video, audio, social media, blogging to share and communicate ideas and information effectively ([Robin 2008](#)).”*

## WHO AND WHAT DOES THIS ASSESS?

Through portfolio-based assessment the Digital Storytelling badge recognizes learners in educational settings such as museums, libraries, after-school programs, or adult basic education for creating and editing digital stories.

This badge assesses a person’s ability to create and share an audio or audio/visual product through an online content sharing platform. The badge assesses the digital story process itself using the 6-8<sup>th</sup> Grade State Media Arts Standards.

The badge also assesses the digital skills needed to complete all pieces of evidence, as aligned with the Northstar Digital Literacy Standards.

## WHAT DO WE ASK STUDENTS TO DO?

We ask students to provide evidence of pre-planning, a rough cut or evidence of their process and feedback, a digital story, and an artist statement. Listed below are the four challenges we ask students to meet, which act as a distillation of the storytelling process.

### Pre-Planning

Please upload a .pdf document that shows your story planning process. Did you write a script, create a storyboard, or plan out your steps? Upload evidence of your pre-planning here.

## Rough Cut and Feedback

Please upload a rough draft of your digital story, whether it is a song or audio piece; audio slideshow; slideshow; video or another way of telling your story. If you do want to publish your rough draft, please upload evidence of peer or instructor feedback.

## The Digital Story

Please provide a link to your digital story. Digital Stories are multimedia products that combine photographs, video, animation, sound, music, text, and often a narrative voice.

## The Artist Statement

Please upload an artist statement that expresses artistic intent/your intent behind the project.

## SECTION 2: INSTRUCTIONAL RESOURCES

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It can be daunting to begin the digital storytelling process with students of any age range. Hundreds of examples of digital story lesson plans now pepper the web and it's hard to know where to start. Thankfully, we have pulled together some of the most comprehensive instructional materials so that you don't have to sift through it all. This is just a starting point to help complement the materials you may already be using.

### RESOURCE #1: THE DIGITAL STORYTELLING PROCESS



There are several steps to digital storytelling, and educators vary on their description of the process. As a starting point we are highlighting this guide by Morra, whose 2014 [guide on the eight steps of digital storytelling](#) is one of the most replicated we have seen and is cited by schools, universities and researchers in the field. You can read about her suggested eight step process and use her [process chart](#) with learners. Her digital storytelling links are also helpful.

## RESOURCE #2 THE STORY CENTER COOKBOOK

# STORYCENTER

LISTEN DEEPLY... TELL STORIES

The [StoryCenter Cookbook](#) (Previously the Center for Digital Storytelling) has a nice little cookbook with digital storytelling prompts. The resource is getting a little on the old side now (2010), but it is not outdated. Here you can find dozens of digital storytelling prompts to help you incite creative process in your students. Please be aware that though this excellent resource is creative commons and can be found several places on the web, the StoryCenter also sells copies for \$20, which is a nice way to support their work.

## RESOURCE #3 ADOBE YOUTH VOICES



This Digital Storytelling Curriculum from Adobe Youth Voices is creative commons, so feel free to use whatever you would like to from the entire curriculum.

This might be a little more in-depth than what you are looking for, since it is made for more advanced media skills. It's a good resource for digital storytelling techniques such as those being taught at community media centers. But it's great and visually friendly.

Be sure to check out these [resources from Adobe](#), especially if you would like to see some feedback forms and templates for the rough cut and overall storytelling process. The templates encourage participants to get feedback from peers and to reflect on the content they have produced.

### DIGITAL STORYTELLING CURRICULUM: TELLING MY OWN STORY

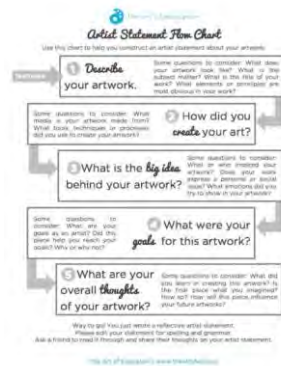
In this module, participants will use photo and video editing software to create a digital story. Participants will explore their own histories to construct a personal narrative. The adult facilitators will help the youth participants utilize media tools in order to effectively communicate their ideas and tell their stories in a unique and personal way.



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Attribution-NonCommercial-ShareAlike 4.0 International License.



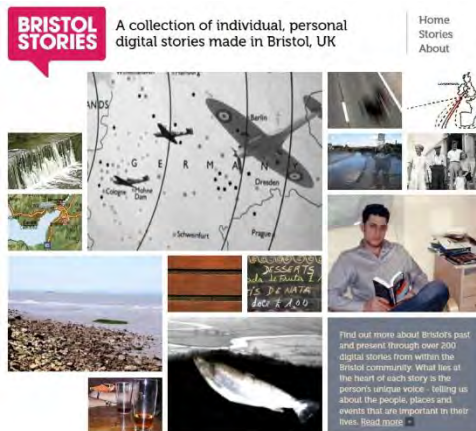
## RESOURCE #4 THE ARTIST STATEMENT



Here is one of our favorite guides to the artist statement. [Read and print out this guide](#) on writing artist statements to help students reflection on their creative process, whether you helped guide it or whether they developed something independently. Adapt this to your program's needs or create your own template if you would like to tie this to a program requirement.

In the meantime this guide has student questions like, “What were your goals for this artwork,” “What are your overall thoughts of your artwork,” and “describe your artwork.”

## RESOURCE #5: DIGITAL STORY EXAMPLES



Digital storytelling has evolved drastically since its inception. You should definitely check out the grandmamma of digital storytelling, the Story Center. And then browse these other examples. There are umpteen more examples, but we don't want to overwhelm you! Hopefully you will develop your own list of stories to share with your students.

- [Story Center](#)
- [Bristol Stories](#)
- [The Digital Storytelling](#)
- [One in Eight Million](#)

## DIGITAL LITERACY STANDARDS

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We have aligned the learning outcomes in the digital storytelling portfolio to the MN State Standards for the Arts, and the Northstar Digital Literacy Standards. Below are two tables that illustrate the benchmarks students need to meet to successfully complete this assessment.

<b>Portfolio Artifact</b>	<b>Learning Outcomes from MN State Standards for the Arts.</b>
Project Plan	Demonstrate pre-production skills, such as project planning, file management and sharing, time management, and original creative expression. (6.3.1.22)
Rough Draft	Create original digital works of creative expression for the purpose of receiving feedback. (6.3.1.22)
Digital Story	Select from a variety of software such as photo-, video- and sound-editing software, to create original digital products for expressive storytelling. (6.1.3.2.2)  Demonstrate use of a variety of tools, materials, and techniques in media arts based on the characteristic of the hardware and software. (6.1.3.2.2)
Artist Statement	Learners will be able to develop an artist statement that illustrates artistic intent and creative choices.

<b>Northstar Module</b>	<b>Learning Outcomes as aligned with Northstar Digital Literacy Standards</b>
WWW. 1	Use scroll bars to view different portions of webpages
WWW. 8	Identify a hyperlink and demonstrate the ability to use a hyperlink to access other webpages
WWW.10	Fill Out an online form
Windows.11, or MACOSX	Demonstrate knowledge of Windows file organizational system and use it to locate files/documents (desktop, My Document, My Computer), Or,
Windows.16 MACOSX	Open files using appropriate programs, OR Use Finder to locate files, folders, and applications
Email. 4	Log into email
Email. 8	Open an email

Word. 1	Open a new or existing document
Word. 2	Save and close a document
Word. 6	Use Save As to save to a particular folder or file location and name the document
Social Media 7	Share content by uploading media
Info Literacy. 2	Define the kind of information needed to complete the task
Info Literacy 16	Integrate new information into current knowledge and use it to support understanding, views, perspectives, or opinions.
Info Literacy 18	Select appropriate format for sharing information, based on audiences and purpose and distribute to intended audience.



## INSTRUCTIONAL RUBRIC

<b>Artistic Intent (Storytelling/Narrative)</b>		
<b>Portfolio Artifact</b>	<b>Acceptable (Pass) Refer to Digital Storytelling Process</b>	<b>Not Acceptable (Fail)</b>
<b>Project Plan</b>	<p>--Demonstrates creative intent and strategies for storytelling in the planning process.</p> <p>--Demonstrates any of steps 1-4 in the Digital Storytelling Process</p>	<p>--Demonstrates little to no creative risk taking or evidence of artistic planning or main idea.</p> <p>--Does not demonstrate process planning or steps 1-5 of Digital Storytelling Process.</p>
<b>Rough Draft</b>	<p>If program requires Rough Cut:</p> <p>--Contains at least a skeleton of the final story.</p> <p>--The viewer can understand the overarching idea or narrative.</p> <p>--Images/audio/video support the main idea or artistic intent</p> <p>If uploading evidence of feedback:</p> <p>--Shows evidence/written evidence of peer or instructor feedback to rough cut.</p> <p>Demonstrates any of steps 5-6 in the Digital Storytelling Process.</p>	<p>--Little to no progress has been made.</p> <p>--Nothing to present to peers and instructor.</p> <p>--Does not use digital storytelling techniques (combine audio/visual).</p>
<b>Digital Story</b>	<p>--Provides engaging original or innovative story.</p> <p>--Uses digital storytelling techniques (combine audio/visual) to support a main idea or story.</p> <p>Demonstrates any of step 7 in the Digital Storytelling Process.</p>	<p>--Little to no feedback from rough cut has been considered or incorporated.</p> <p>--Does not use digital storytelling techniques (combine audio/visual) to achieve artistic intent.</p>
<b>Artist Statement</b>	<p>--Demonstrates step 8 in the Digital Storytelling Process, by clearly justifying artistic choices.</p> <p>--Demonstrates use of concepts in artist statement Flow Chart (Resource #4)</p> <p>--Provides thoughtful consideration of peer or instructor feedback.</p>	<p>-- Demonstrates little to no reasoning for artistic choices or feedback, or does not match digital story provided.</p>

## SECTION II.

# Instructor Guide to using Purdue's Passport System

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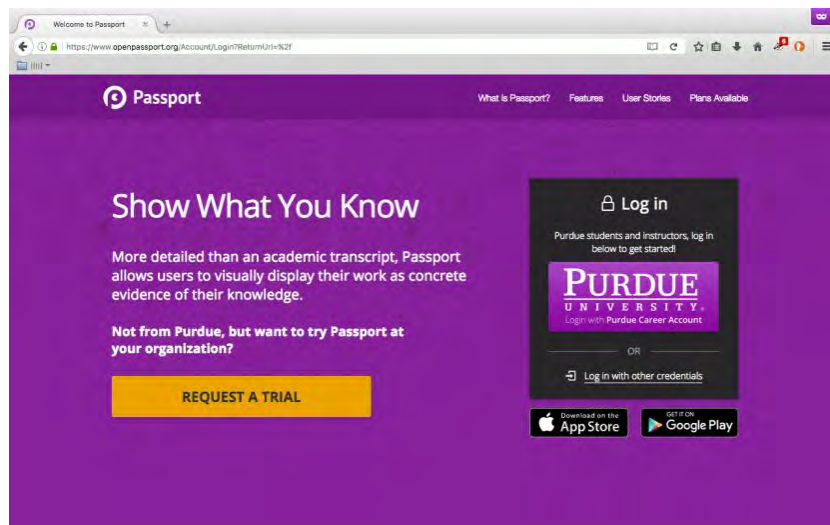
Passport is an alternative to the Northstar Digital Literacy Assessments designed for media-focused CTEP members and their learner populations. It is an e-Portfolio system that combines Northstar standards and MN State Arts Board standards while allowing CTEP members to grade according to their site's curriculum.

There is one "group" for each media-focused CTEP position (In Passport a "Group" is sort of like a classroom in which you are the instructor, or the group administrator).

Each of the CTEP members at these sites will be the Administrator of their group and have ownership of the Digital Storytelling Badge for that group. As an administrator you are able to add learners to the group and grade submissions. You may also add another administrator if needed., for instance a classroom assistant or site supervisor. As a badge owner, you will be able to award badges to learners once they fulfill ALL of the requirements of the badge. It is recommended that only the CTEP member has ownership of the badge. This will make tracking the awarded badges a lot more simple.

The SPNN Access CTEP member will be the person managing the Passport groups as well as the Digital Storytelling Badge. At the beginning of your service year, They will add you as an administrator and give you ownership of the badge for your site. At the end of the service year, they will remove you.

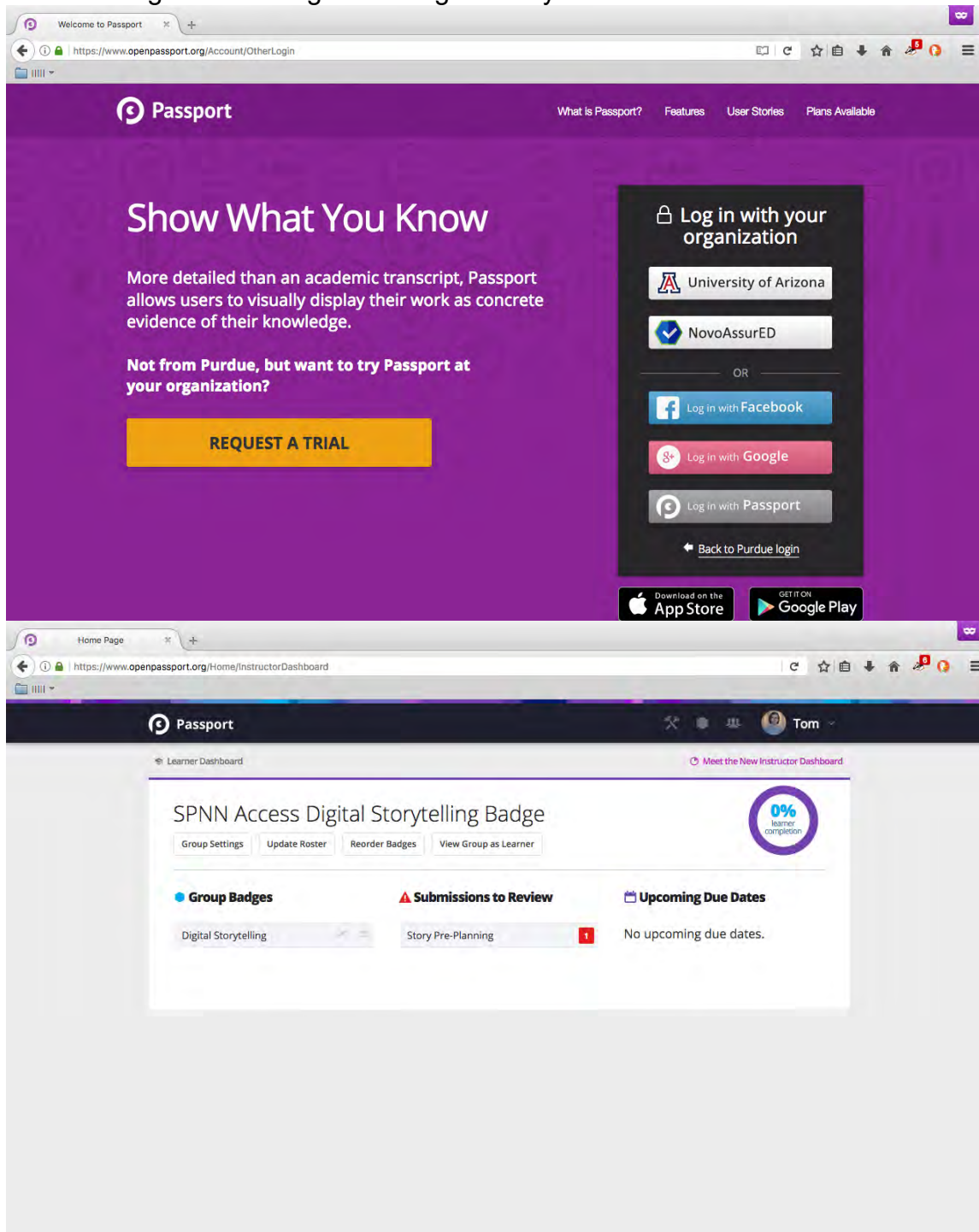
## Operating Passport



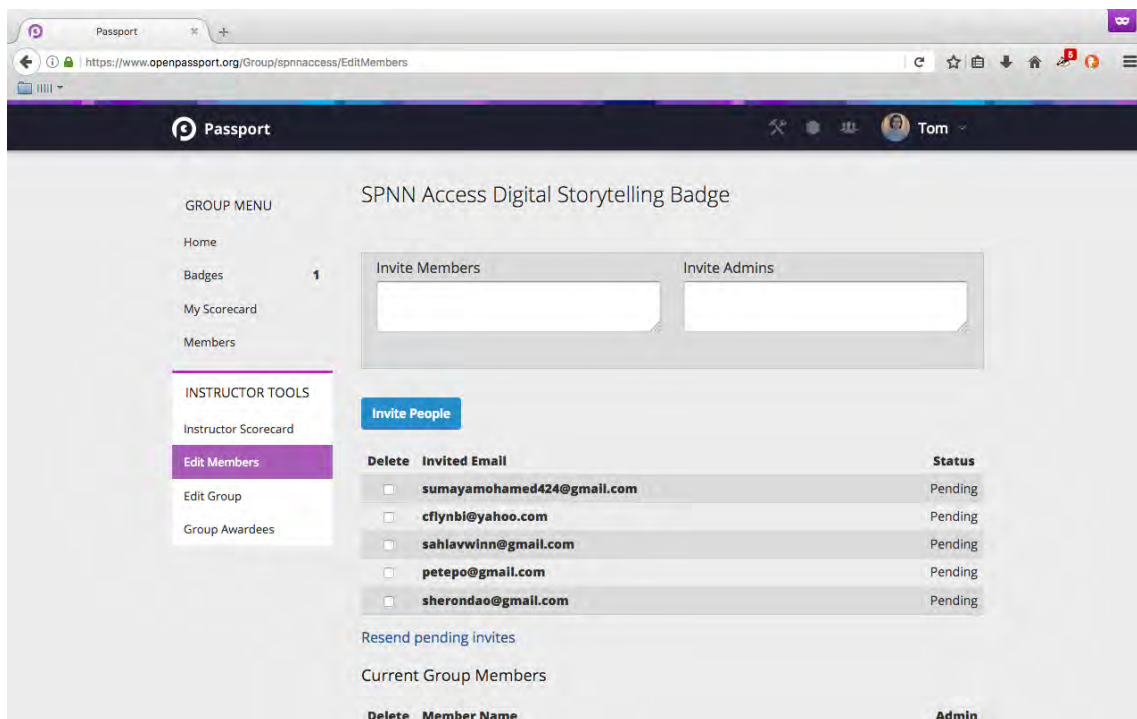
First, once you have been invited to administer a group, you will receive an automated email from Passport. Be aware that Gmail often marks OpenPassport emails as spam. So if you don't see the email when you should, check your spam folder. Once you find it, follow the link to confirm your account. After that point, logging in will look like this:

Open [openpassport.org](https://openpassport.org) and click "Log in with other credentials"

Choose “Log in with Google” and log in with your SPNN account.



Once you are in, you will see your instructor dashboard with your group. From here you can access all information about the badge, your group’s roster, submissions for review, and group scorecard.

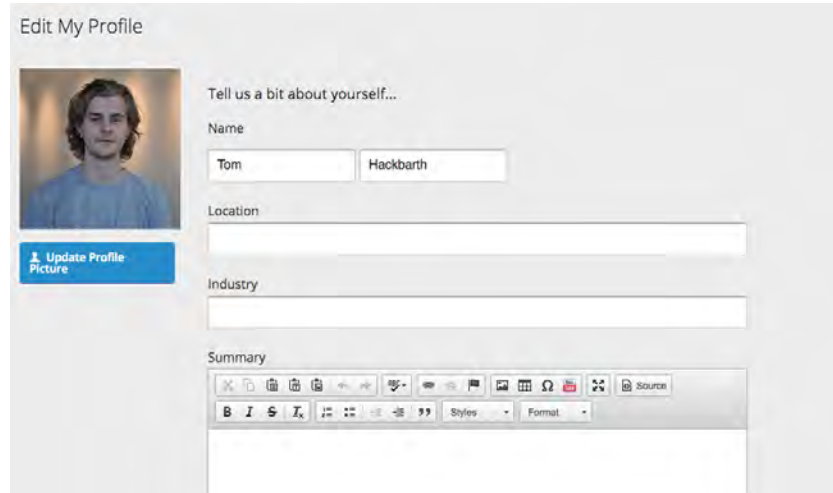
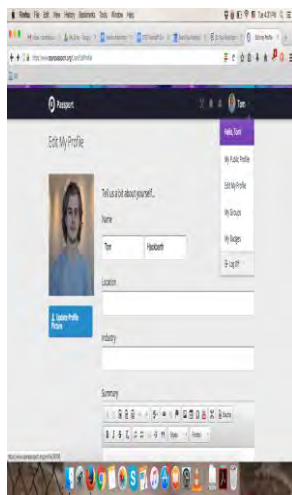


You can then add new learners to your group by writing their email addresses (gmail required) into the “Invite Members” box then clicking “Invite People.”

The member will receive an automated email from Open Passport with the account confirmation link. Once they confirm their link, they can start the badge-earning process. Once again, Passport Automated emails often go into the Spam folder. If a learner does not see the email, they should check there first. They **MUST** click the link in the email. It is not enough for them to just be invited. The link confirms their account.

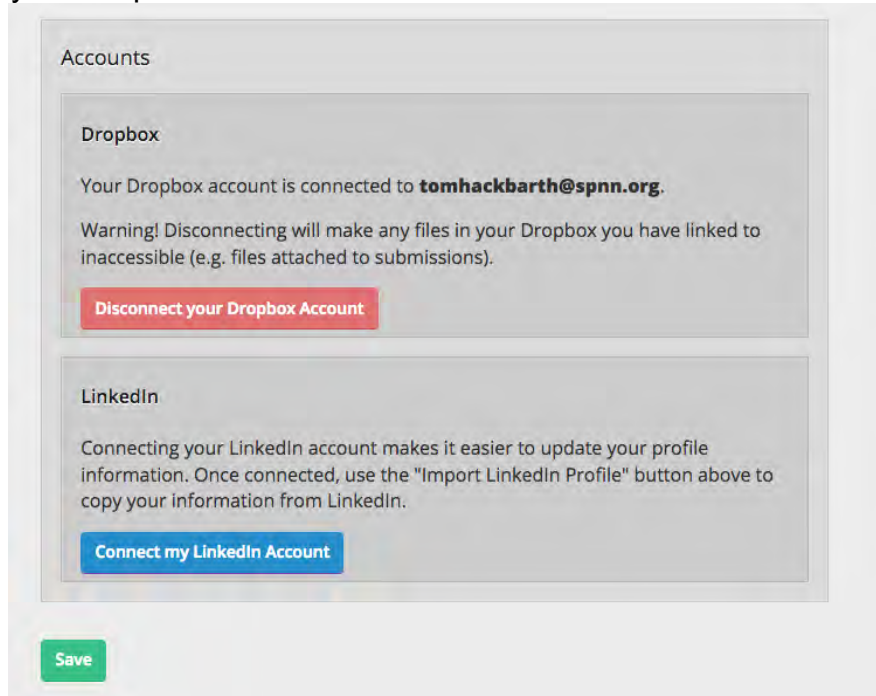
## Connecting Dropbox

Before they can upload anything, they must connect a Dropbox account to Passport. This is because Passport does not technically store the learners’ submissions in their servers, and instead relies on Dropbox to store submissions. Everything that a learner uploads to Passport is actually being saved to their Dropbox. If learners want to keep their link to their Passport Portfolio they must make sure to keep their dropbox account active. It is important to communicate this to learners, especially if they want to link their portfolio to a resume or LinkedIn, or festival submission.



Open “Edit My Profile.” Here you can edit basic account information and upload a profile photo.

Scroll down to the bottom to find “Connect my Dropbox Account.” Click connect and sign in using your DropBox information. The button will then switch to “Disconnect.”

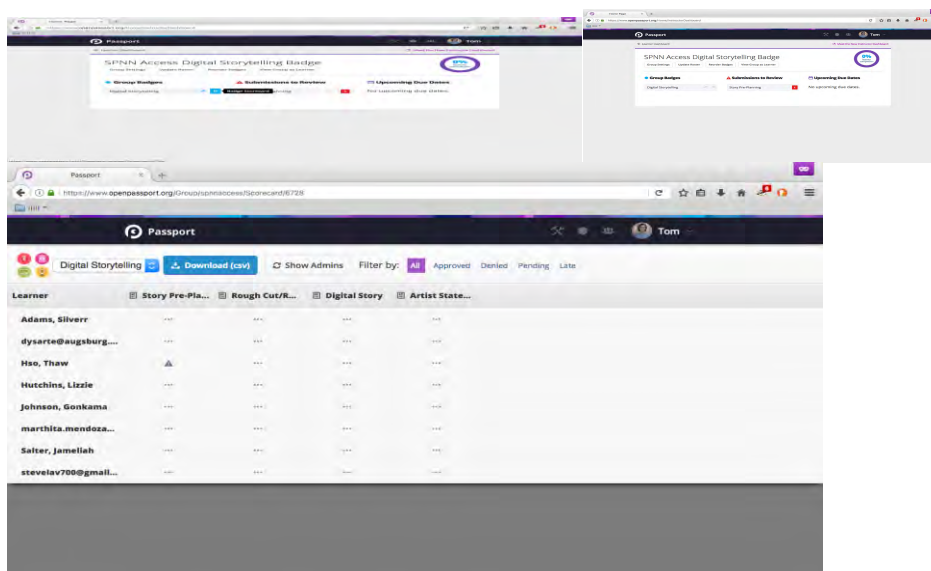


All learners must connect a DropBox account, whether it’s their personal account or a shared account. The linked account is where all uploaded documents will go. If there are any issues with uploading or downloading documents, try disconnecting and reconnecting the Dropbox account.

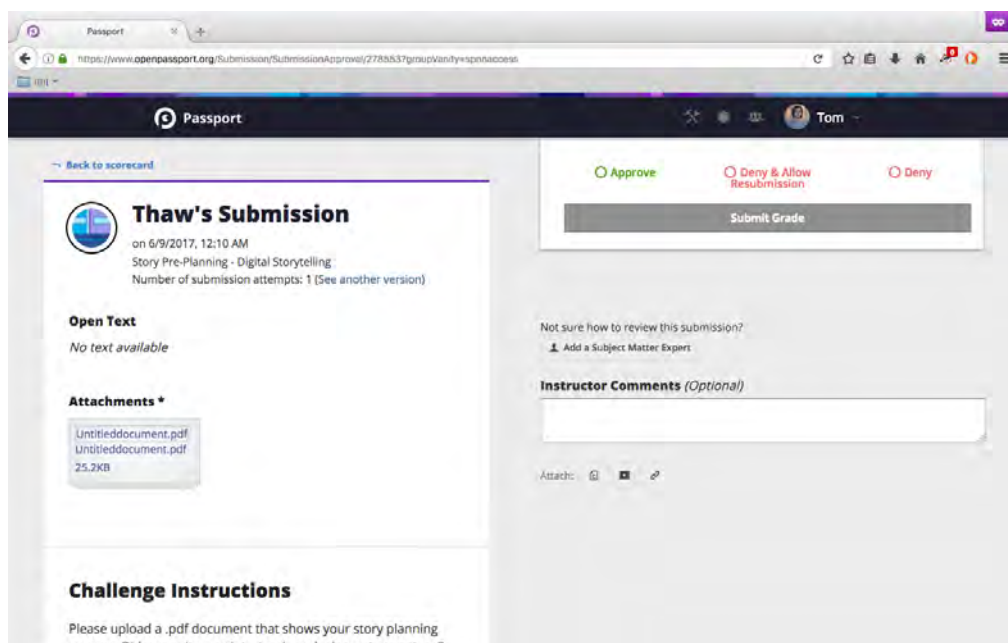
## Learner Submissions

Once a learner submits a document, it will appear in the Group Scorecard as well as under “Submissions to Review” on the dashboard.





The scorecard will show all submissions, graded and ungraded, for each learner in your group.

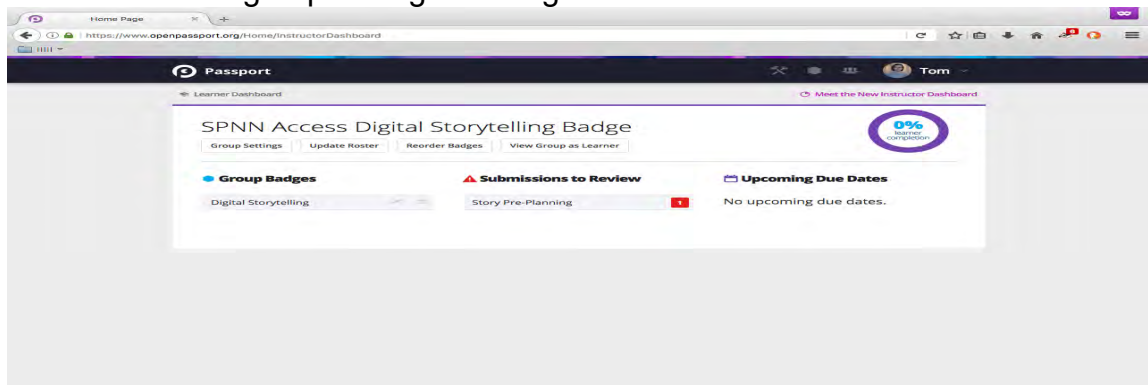


To grade, click on any "!" in the scorecard. This will direct you to the submission page. In this page you can read or watch the submission, submit grade, and leave comments for the learners. The grading is pass/fail, but there is an option for the learner to re-submit. Grade according to the accompanying rubric in our Passport Instructional materials (as a minimum), as well as you site's curriculum standards.

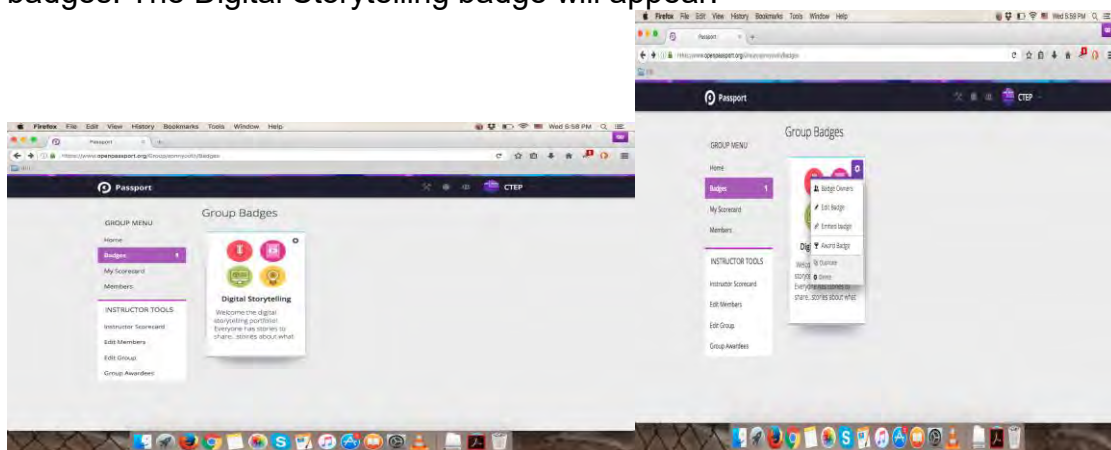
## Awarding the Badge

Once a learner has completed all necessary requirements for the Digital Storytelling Badge, you can award the badge to them by following the steps below.

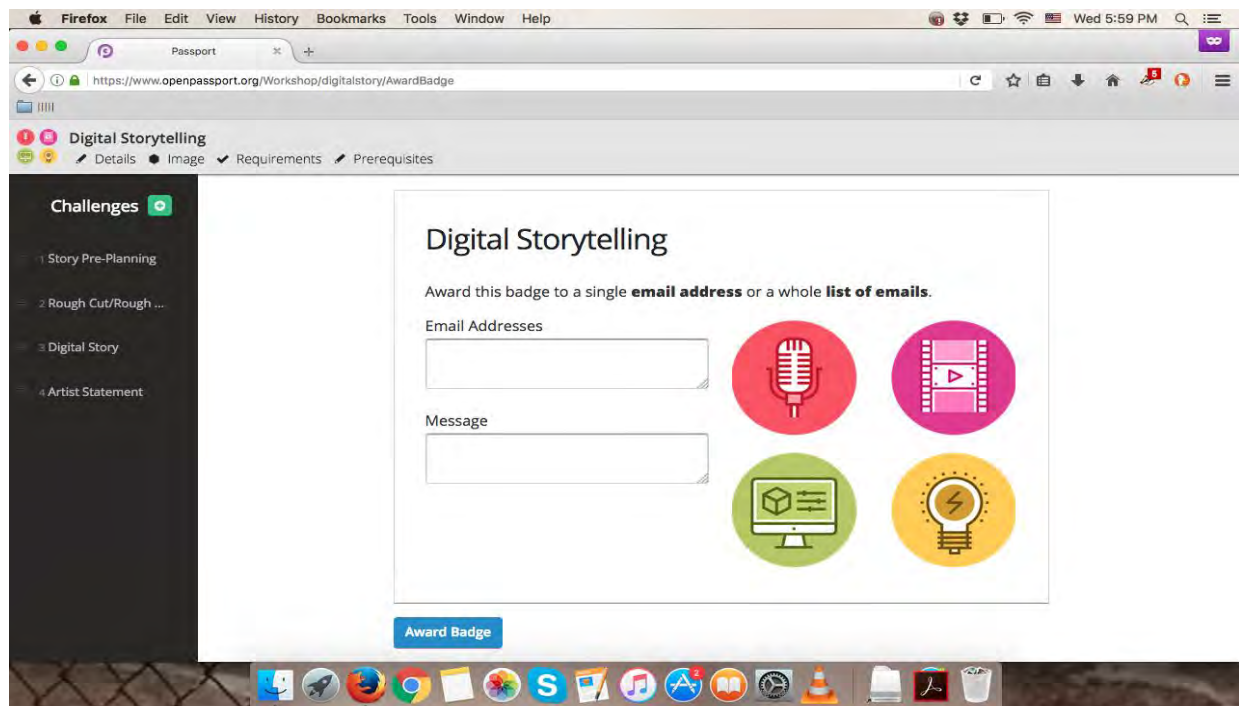
Please note: Every CTEP member will be given “ownership” of the badge. This means that you have the ability to edit and award the badge. **DO NOT EDIT THE BADGE.** Any edits will affect ALL the groups using the badge.



Click “Group Settings” in the dashboard. This will bring you to the Group menu. Select badges. The Digital Storytelling badge will appear.



Under the Badge setting drop down menu select “Award Badge.”

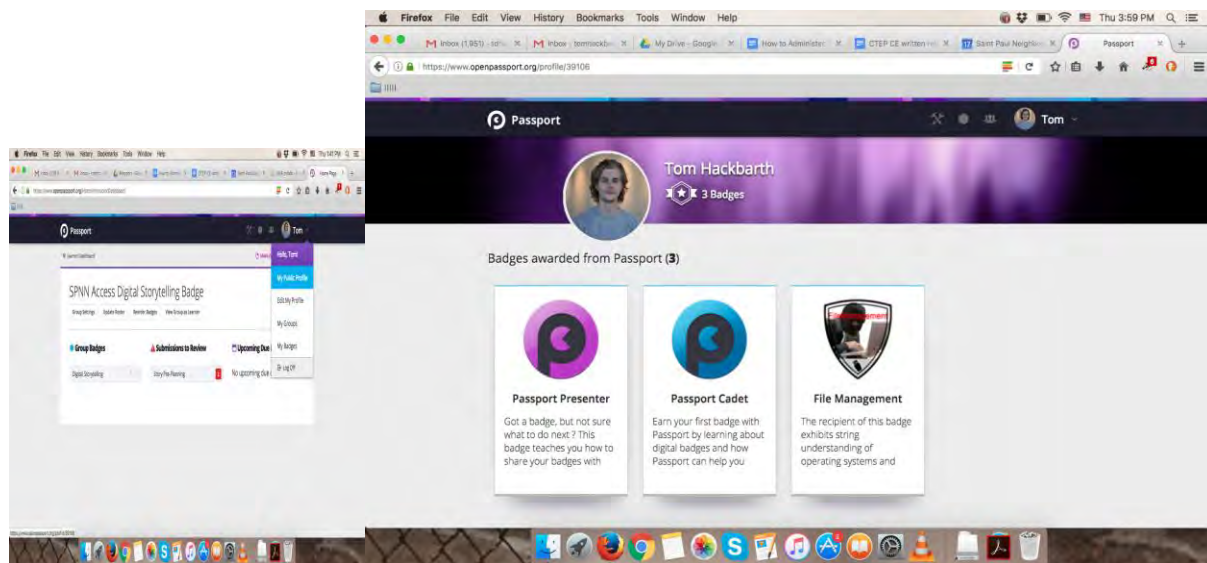
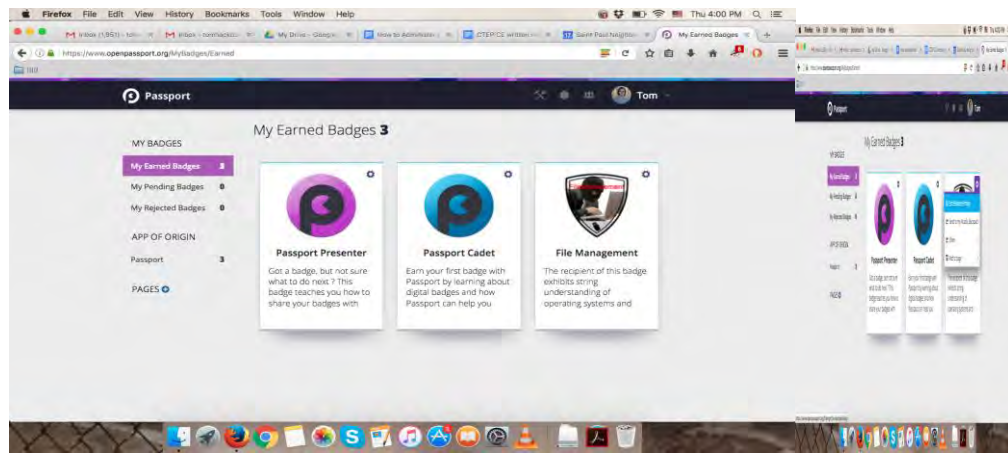


This is where you will enter the email addresses of all awardees along with any special message you may want to send.

## To Access and Share Earned Badges

The learners will also receive an email notifying them of their earned badge. They can then log in to Openpassport.org in order to access their earned badges, which they can make public and share as a URL.





Learners will have to make sure to make their badge public if they want to share their badge on a resume, LinkedIn, with teachers, or others.

**See Next Section for student handouts with directions for learners on how to use Passport.**

## SECTION III.

### Student Handouts for using Purdue's Passport System

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#### What is Purdue Open Passport Digital Storytelling Badge?

In today's media-rich environment, it can be difficult to accurately showcase your new skills in digital technology or media making to friends, teachers, employers or fellow collaborators. The Passport Digital Storytelling Badge measures a person's ability to create and share an audio or audio/visual product through the online content sharing platform called Purdue Open Passport. You complete "challenges" that document the steps you took to create your digital story. Once you've uploaded each challenge you will have a link to your digital storytelling portfolio that you can share with friends, family, teachers, and employers.

This badge acts as a way for teachers, employers, or collaborators to view a digital storytelling project you worked on, and see the process and materials from start to finish. The badge does not assess the quality or quantity of the content of the digital story itself, that is for whoever is looking at your profile to decide. Rather, the badge recognizes the digital skills needed to complete all four challenges presented in this badge, as aligned with the Northstar Digital Literacy Standards and the Minnesota State Media Arts Standards.

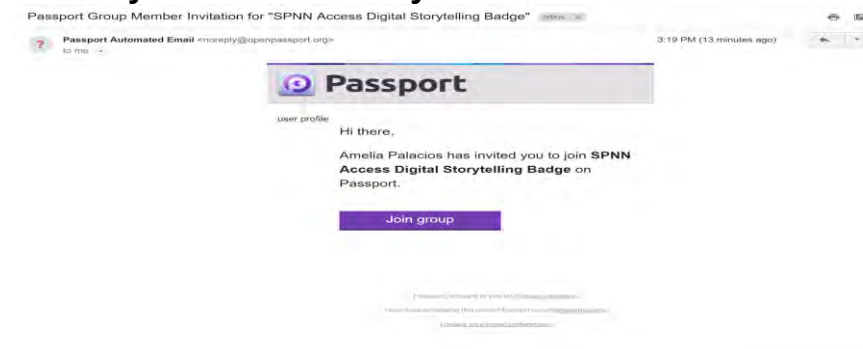
#### Setting Up a Profile

What you need:

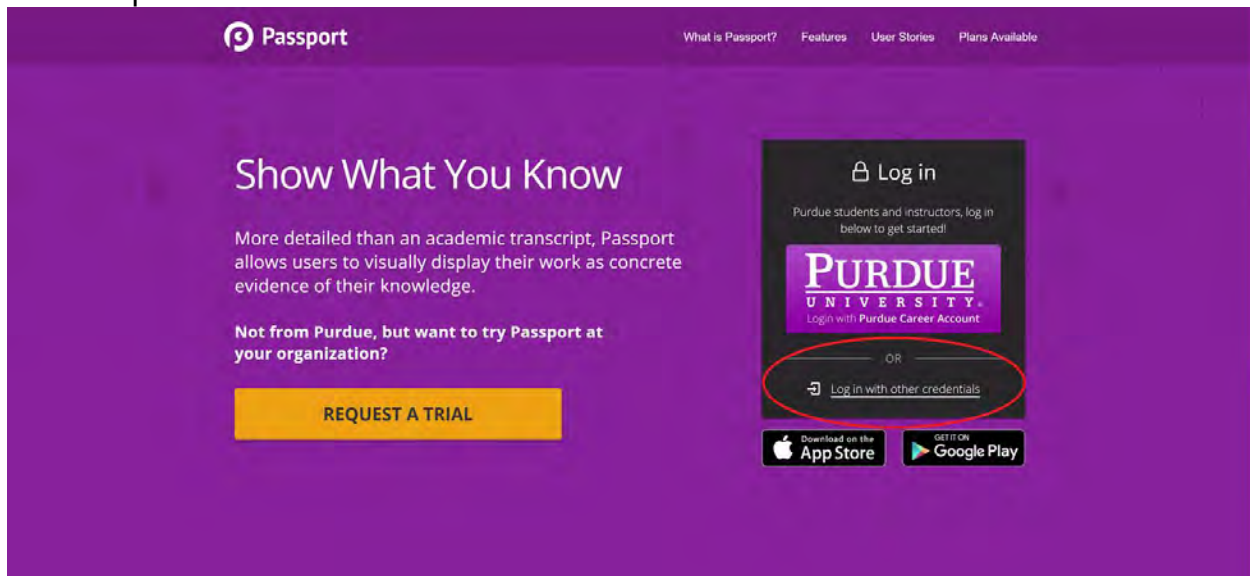
- an email address
  - (needs to be either a gmail account or another email provider AND a Facebook account)
- a Dropbox account

Your instructor will invite you to the Open Passport group through the email you provided. You will receive an automated email from Open Passport with an account confirmation link.

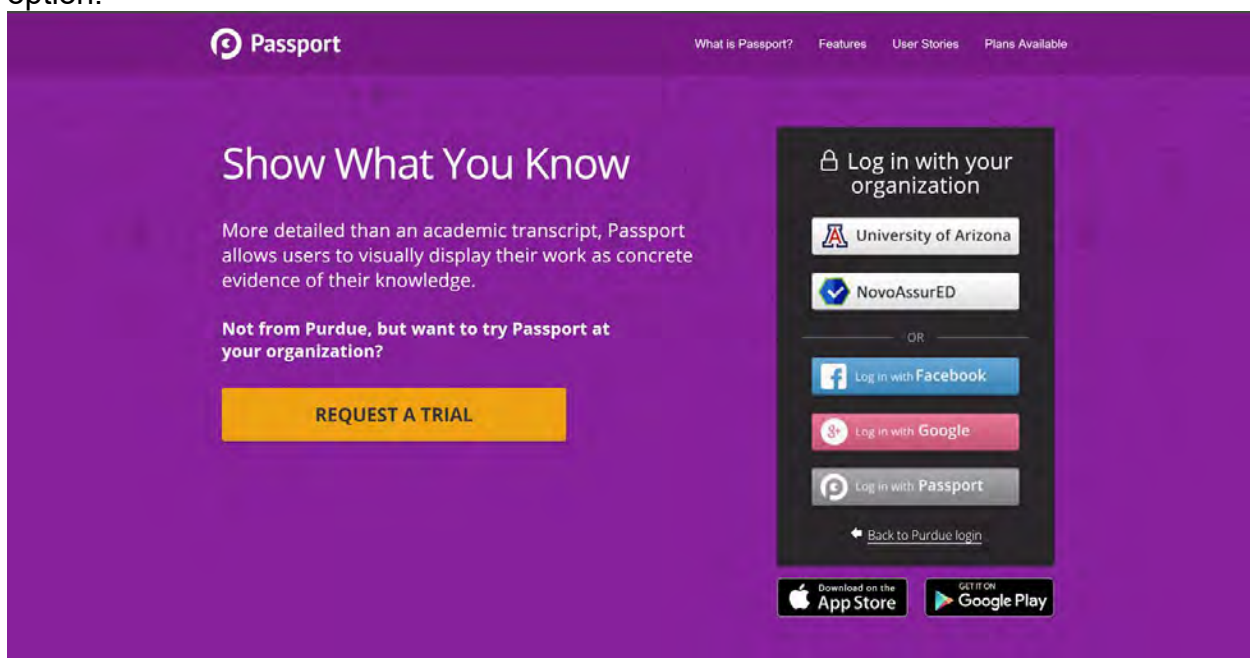
**Please note: Passport Automated emails often go into the Spam folder, so check there if you can't find it in your Inbox.**



To confirm the link, you MUST click the link button in the email, which will send you to the Passport website:



To sign in to your Open Passport account, choose the “Log in with other credentials” option.



Choose either-- Log In with Google, or with Facebook.

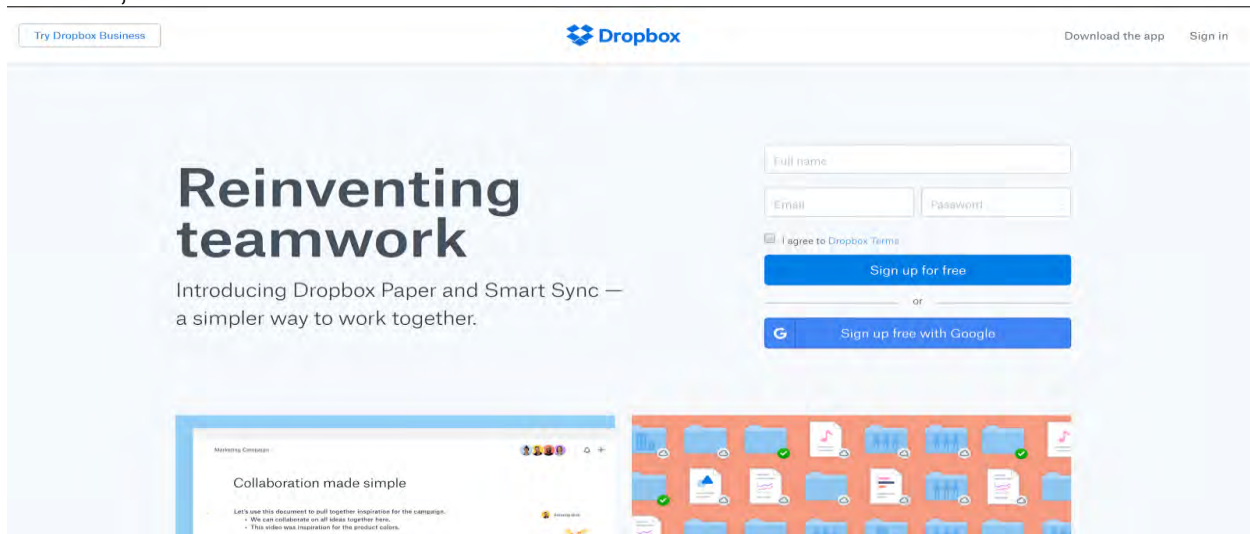
Once you have successfully logged in using either a google or your Facebook account, you will see the Digital Storytelling Badge page, and be able to start the badge-earning process!

## How To Set Up and Link A Dropbox Account

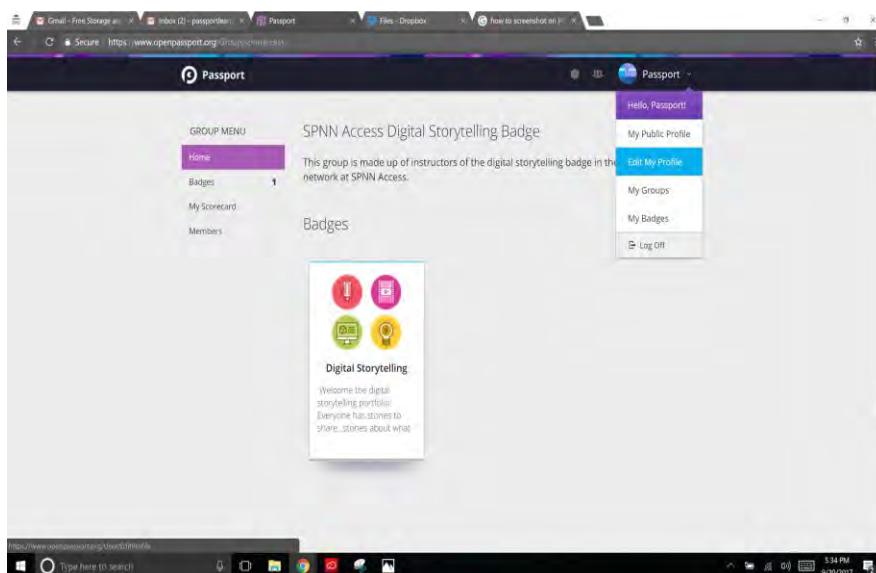
Before you can upload anything, you must first connect a Dropbox account to Passport. If you do not have a Dropbox account, ask your instructor, or follow these steps, to set up an account.

You need a Dropbox account because Passport does not technically store your submissions in their servers. Instead, it relies on Dropbox to store submissions. Everything that you upload to Passport is actually being saved to that Dropbox account you link to.

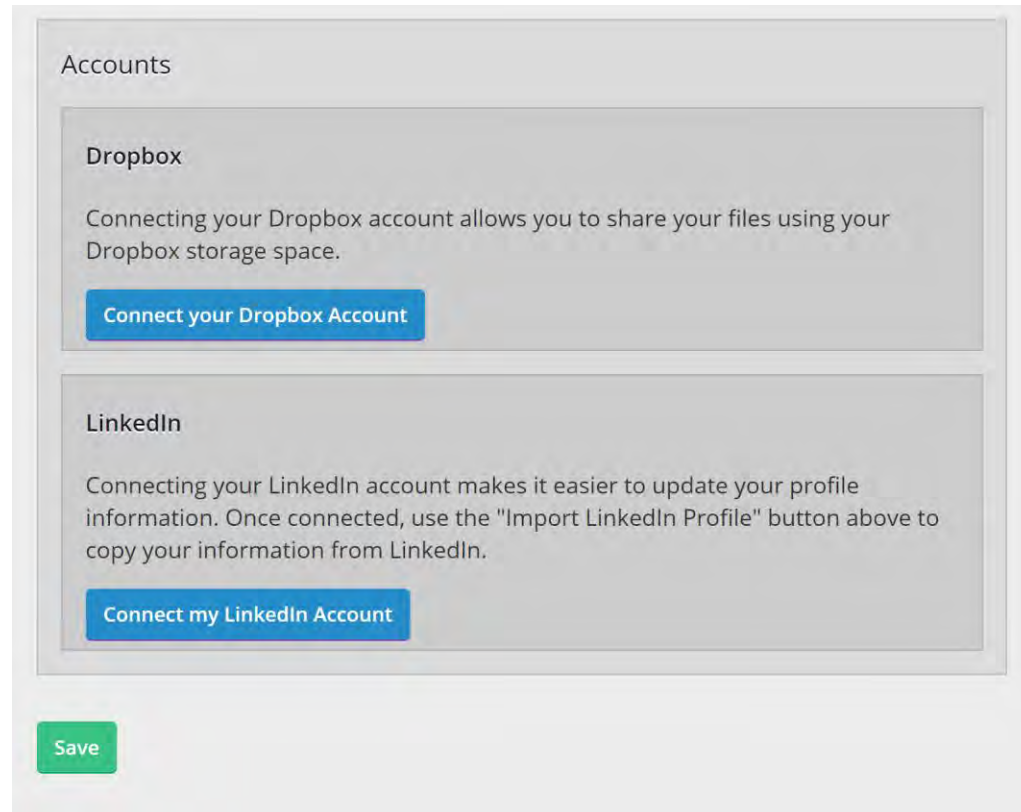
Go to [Dropbox.com](https://dropbox.com) and sign up for a free account, either through using a Google account, or another email.



After you have created a Dropbox account, go to your Passport account and click on Edit Profile.



Scroll down until you see the Accounts section. Here, click “Connect your Dropbox Account.”



The screenshot shows a web interface with a section titled "Accounts". Inside this section, there are two distinct boxes. The top box is for "Dropbox" and contains the text "Connecting your Dropbox account allows you to share your files using your Dropbox storage space." followed by a blue button labeled "Connect your Dropbox Account". The bottom box is for "LinkedIn" and contains the text "Connecting your LinkedIn account makes it easier to update your profile information. Once connected, use the 'Import LinkedIn Profile' button above to copy your information from LinkedIn." followed by a blue button labeled "Connect my LinkedIn Account". Below the "Accounts" section, there is a green button labeled "Save".

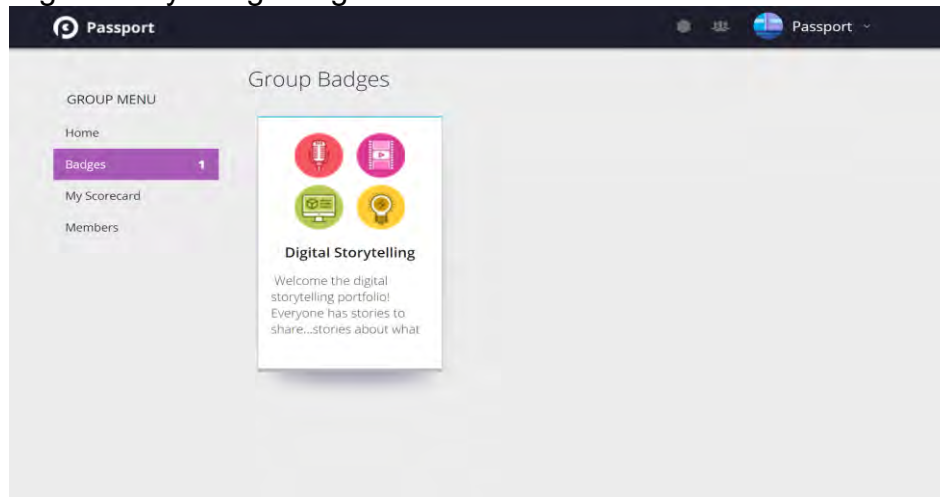
You will be asked to go through a series of prompts to connect your account. After you’ve connected your account, you are ready to start uploading documents!

## How To Upload Material

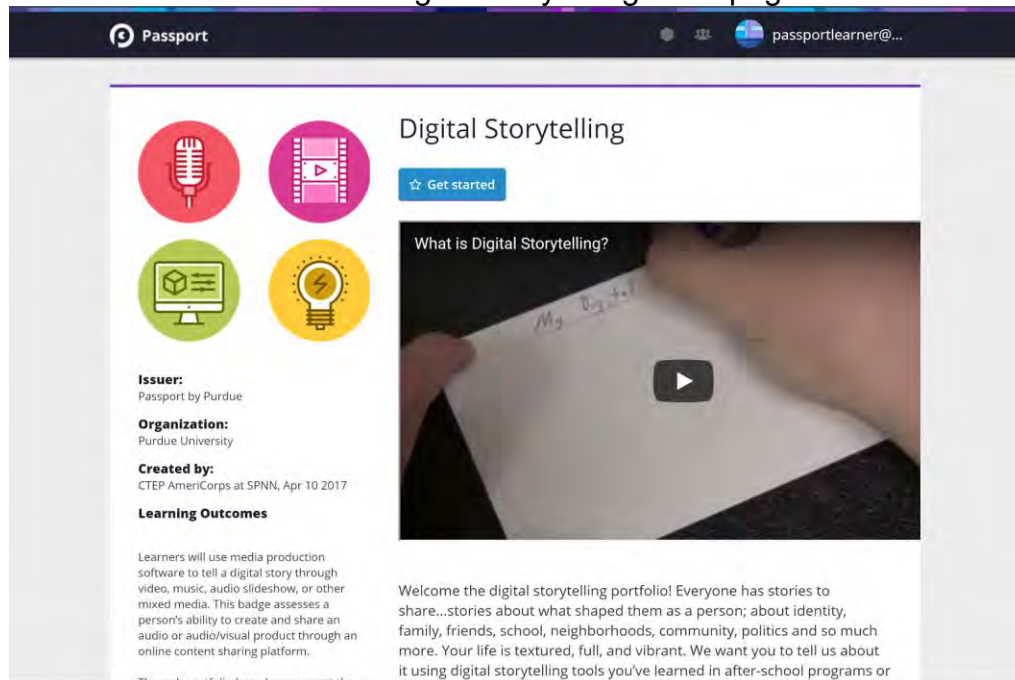
To start earning your badge, go to the My Group page, and from there click on the



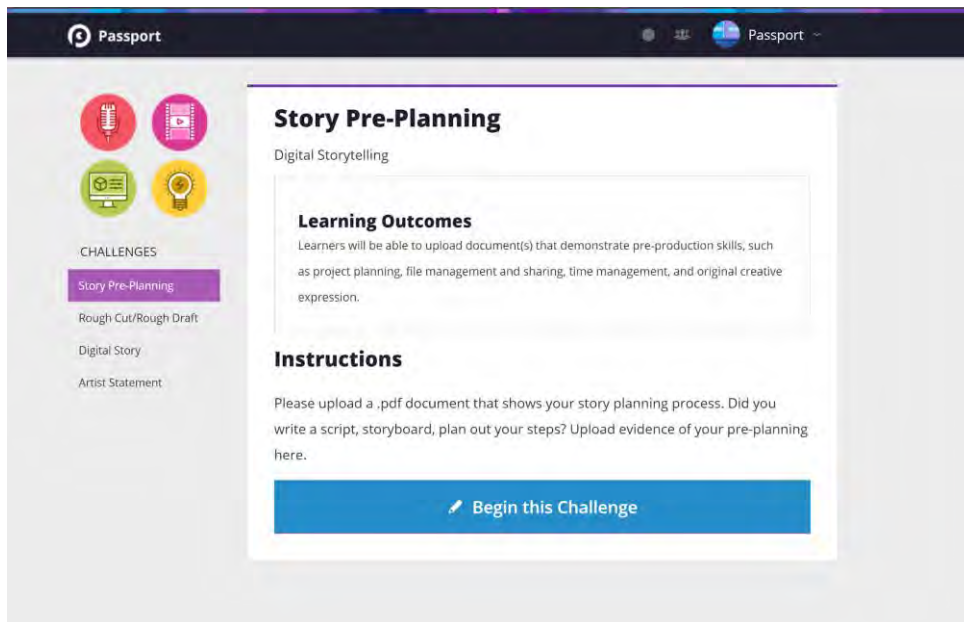
## Digital Storytelling Badge.



You will be directed to the Digital Storytelling homepage:

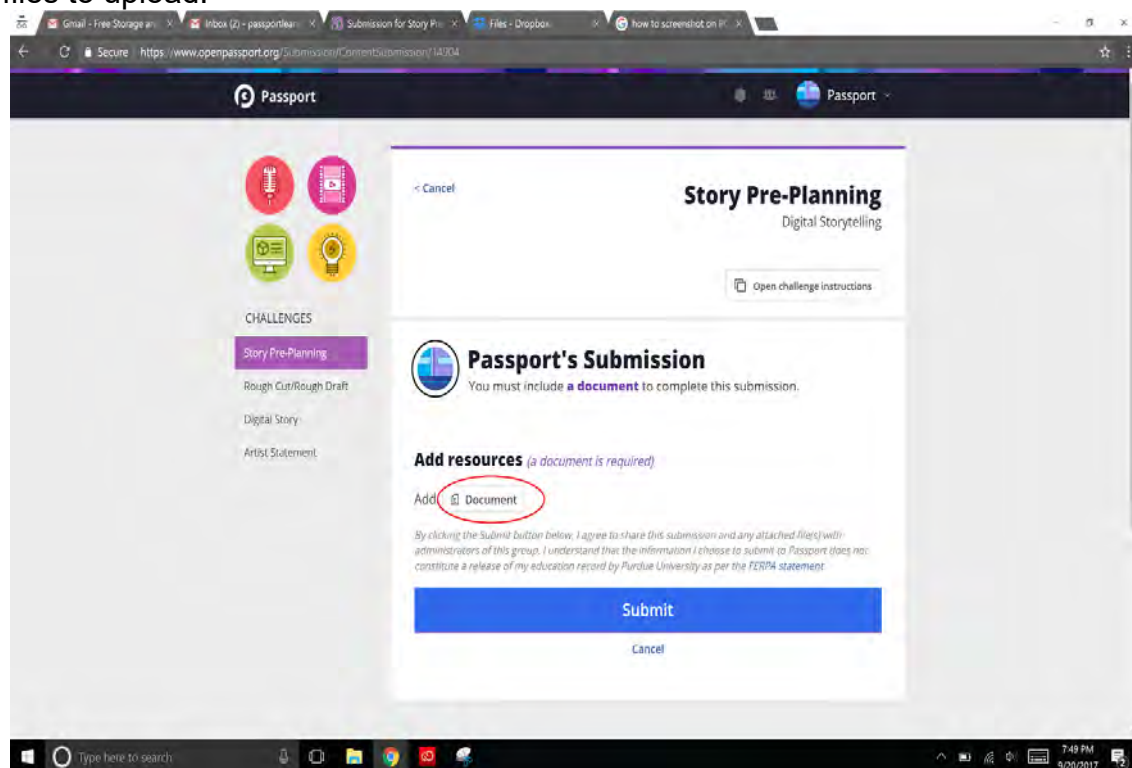


Click on Get Started:



From there, you can go through the four challenges, listed on the left-hand side, and see what each one consists of.

To submit material, click on the “Begin this Challenge” button. Then you will be taken to a page to submit your materials. Click on the Document icon, and you can choose what files to upload.



Once you’ve uploaded the files you want, click submit.

**You’re now well on your way to earning your Digital Storytelling Badge!**