

RMIT Student Guide – ePortfolio

RMIT is introducing a new product called *Folio by Portfolium* in August 2021, and *ePortfolio*, the existing product in Canvas, will be decommissioned in December 2021.

After the decommission date, you will be unable to access your ePortfolio in Canvas.

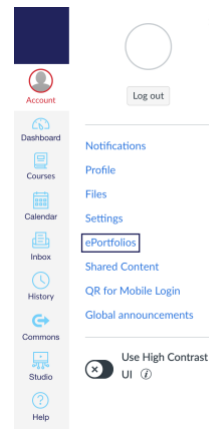
Prior to December 2021, it is recommended that you access your ePortfolio in Canvas to view, edit or delete your ePortfolio, or download its contents.

Please follow the instructions below to complete these actions.

1. To access, edit or delete your ePortfolio

1. To access your ePortfolio

Log into Canvas, select the 'Account' link from the left-hand global navigation bar, and then select the 'ePortfolio' link.

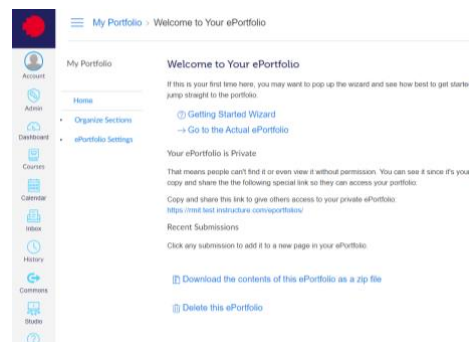


2. To download ePortfolio content to your computer

It is recommended that you download the contents of your ePortfolio, prior to the decommission date.

To download the contents of an ePortfolio to a zip file, see <https://community.canvaslms.com/t5/Student-Guide/How-do-I-download-the-contents-of-my-ePortfolio-as-a-student/ta-p/317>

Note: Content cannot be transferred directly between Folio and ePortfolio. If you would like to include content from your ePortfolio account in your Folio account, you will need to download the content from ePortfolio and then upload the content to your Folio account.



3. To delete an ePortfolio

See <https://community.canvaslms.com/t5/Student-Guide/How-do-I-delete-my-ePortfolio-as-a-student/ta-p/519>

[Delete this ePortfolio](#)

Additional notes

To view further information about ePortfolio, please visit <https://community.canvaslms.com/t5/Student-Guide/tkb-p/student#ePortfolios>

Remember, ePortfolio will be inaccessible to new and existing users after the decommission date, so it is recommended that you access it as soon as possible.

What's next?

Now that you have a backup, we recommend that you bring any files that you want across to the new Folio by Portfolium tool. This tool allows you to build an impressive online portfolio showcasing your learning achievements.

This product is accessible post completing your studies and shareable outside of RMIT.