

How to Download from a Learner's ePortfolio at Avenue.ca

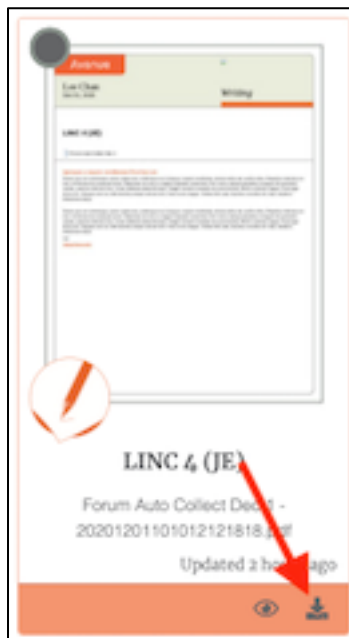
1. Go to the Teachers' Home on avenue.ca.
2. Click the **Binder** link in the main menu.



3. Navigate to a student's ePortfolio. (Refer to the help file "How to View a Learner's ePortfolio Contents at Avenue.ca" if needed.)

Downloading a Single Artifact

1. Click the **Download** button on an artifact thumbnail to download a single artifact.



The file will download automatically to the default directory for your browser or a **Save file** panel will display.

Downloading Multiple Artifacts

When you want to download multiple artifacts, first select the artifacts and then click the **Download** button in the toolbar.

1. Click on an artifact thumbnail to select it for downloading. A checkmark appears in the top right corner when an artifact is selected.



2. Repeat this to select all of the artifacts to be downloaded.



3. Click the **Download __ Items** button in the toolbar.



A .ZIP file will download automatically to the default directory for your browser or a **Save file** panel will display. This zip file uses folders and subfolders to organize the artifacts by skill and the course they were associated with.