

A top-down view of a desk with a laptop, keyboard, mouse, and a small plant. The laptop screen shows a website with a person's profile. The keyboard is white, and the mouse is black. A small green plant is in the top right corner.

Adding User Access

Any collection you create can be shared with other users within the platform so that they can see it. This is different to creating an ePortfolio for a user and simply means that an individual or group have access to a collection, and it will appear in their collections area of FrogDrive.

This might be useful if as a head of year 9, you want to be able to see all ePortfolios created for all students in year 9. Alternatively, you may want to share ePortfolios with other students to showcase projects a previous year has created to give this year some ideas for their work.

In this example, I'm to grant staff users access to this test collection. I'll select it to highlight and then navigating to the action cog, I need to select the edit collection option. The edit window will open and at the bottom is collection access. If I click on it, this will expand the option and I can add users or groups in by searching for them in this search bar and selecting them. I'm going to give the staff profile access, so I'll add them in here. Once added, I can also choose what level of access this group has to the collection. I only want this profile to be able to view the collection, so I'll change this to the can view option and then select save.

This collection will now appear in the collections area of FrogDrive for any member of the staff profile.