

Improvements to the Personal Library

From Saturday 25th October 2014 we are introducing within NHS ePortfolios' Personal Library facility: drag and drop functionality for moving files, and the ability to view/ delete (directly from the Personal Library page) links already made to items.

- We are introducing the ability to move files/ folders via drag and drop with a mouse.
- It will also be possible to view/delete directly links made to Personal Library items.
- This will improve the user experience by making the Personal Library easier to use.

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Personal Library

Below is a list of the items that have been uploaded to the Personal Library for this ePortfolio account.

All foundation doctors are required to use the learning e-portfolio to demonstrate development of the required knowledge, skills and help you to manage the recording/evidencing of how the requirements are being met, and even further developed (e.g. using the eP record evidence against the suggested folder titles offered below.

We would advise you to use commonly used file formats such as .PDF, .DOC and .JPEG.

The maximum upload limit for your current role is 100MB so try to optimise or shrink large files. Click on a file in the Library area and section. From here, you can view the description on the file or delete it.

Personal Library Space

Total space used in this role: 0.00MB out of 100MB.

0%

Upload a file to your library Create new folder

Name	Size	Uploaded Date	Modified Date	Actions
Library				
Library				
Career Management		08/09/2014	08/09/2014	
Certificates and Exams		08/09/2014	08/09/2014	
Courses and Seminars		08/09/2014	08/09/2014	
Leadership		08/09/2014	08/09/2014	
Non-academic achievements		08/09/2014	08/09/2014	
Presentations		08/09/2014	08/09/2014	
Quality assurance and improvement		08/09/2014	08/09/2014	
Research		08/09/2014	08/09/2014	
Taster Experiences		08/09/2014	08/09/2014	
Teaching		08/09/2014	08/09/2014	

Overview - The Personal Library is a tool within ePortfolio for uploading and maintaining key documents which act as supporting evidence. A Certificate for instance uploaded to the Personal Library might be supporting evidence for a Curriculum item, or associated with forms which require documentary evidence. It is possible to create folders related to a specific year or subjects, and when you upload a file into your Personal Library you can also add a description to help you later recall its context. Users can opt to keep files private or share them with their Supervisor(s).

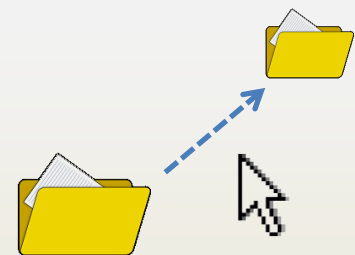
Name	Size	Uploaded Date	Modified Date	Actions
Library				
Career Management		08/09/2014	08/09/2014	
Certificates and Exams		08/09/2014	08/09/2014	
Certificate.docx	12KB	21/10/2014	21/10/2014	View Edit Delete Links
Research.docx	12KB	21/10/2014	21/10/2014	View Edit Delete Links
Courses and Seminars		08/09/2014	08/09/2014	
Leadership		08/09/2014	08/09/2014	
Non-academic achievements		08/09/2014	08/09/2014	
Presentations		08/09/2014	08/09/2014	
Quality assurance and improvement		08/09/2014	08/09/2014	
Research		08/09/2014	08/09/2014	
Taster Experiences		08/09/2014	08/09/2014	
Teaching		08/09/2014	08/09/2014	

Click and hold mouse button

Name	Size	Uploaded Date	Modified Date	Actions
Library				
Career Management		08/09/2014	08/09/2014	
Certificates and Exams		08/09/2014	08/09/2014	
Certificate.docx	12KB	21/10/2014	21/10/2014	View Edit Delete Links
Courses and Seminars		08/09/2014	08/09/2014	
Leadership		08/09/2014	08/09/2014	
Non-academic achievements		08/09/2014	08/09/2014	
Presentations		08/09/2014	08/09/2014	
Quality assurance and improvement		08/09/2014	08/09/2014	
Research		08/09/2014	08/09/2014	
Research.docx	12KB	21/10/2014	21/10/2014	View Edit Delete Links
Taster Experiences		08/09/2014	08/09/2014	
Teaching		08/09/2014	08/09/2014	

(Moved to new folder)

Drag and drop file/ folder movement - If you wish to move your files between folders in your Personal Library you can now do this by dragging the file from one folder and dropping it into another one. It is also possible to move folders into other folders in the same manner.



Note however that this functionality generally requires the use of a mouse, and is not supported on touchscreen devices.

Directly viewing/ deleting links, and renaming - There will be a series of links at the right of the Personal Library page providing actions possible for each item. By clicking "Links" the user can view the links already made to Personal Library items and, where applicable, delete them if necessary. This avoids the need to search an ePortfolio to find where an item is linked before it can be deleted from the Personal Library, as at present.

You can rename the file by clicking "Edit" next to it which brings up a pop-up box

You can now see and delete Links made to items, directly from the Personal Library

Research		08/09/2014	08/09/2014	
Research.docx	12KB	21/10/2014	21/10/2014	View Edit Delete Links

Browser support - Please note that the drag and drop feature requires the use of a modern web browser. In particular, this feature is not supported in version 7 or earlier of Internet Explorer.

Development approach - The Personal Library is an item of core functionality and is currently used to manage in excess of three million documents. To support the new interface we have fundamentally changed our underlying architecture to ensure reliability and improve performance.