Creating Your Chalk & Wire Portfolio

Step 1: Log into Your Chalk & Wire Account

1. Ensure that you see Mercer’s logo at the top of the screen. If you do not, please visit ep.chalkandwire.com to search for Mercer’s Chalk & Wire site.

2. Enter your User ID or Email and Password. Your User ID is your MUID. Use your Mercer email.

3. Click Login.

If you have forgotten your Password, click Forgot your Password?

Step 2: Access Coursework

You will need to create a portfolio in order to submit work. To create a portfolio:

1. Select MENU on the left.

2. Click Work.
3. Select **My Coursework**.

**Step 3: Create a New Portfolio**

1. Click **New Portfolio**.

2. Enter a **name** for your portfolio. Use your first name, last name, and program (for example, **Tara Crane M.Ed. ECE Portfolio**).

3. Select the **Table of Contents** for your program.
4. Click **Create**.

For Chalk & Wire assistance from the Tift College of Education, please email chalkandwirehelp@mercer.edu.

To view the Chalk & Wire Quick Start Guide for Students, paste the following URL into another tab/window of your browser: http://userguide.chalkandwire.com/m/Student/l/210876-quickstart-guide-for-students