Student Guide: Getting Started

To access Chalk and Wire, go to www.chalkandwire.gsu.edu. If you have any issues with Chalk and Wire, submit a Help Desk ticket to help@gsu.edu.

Log into Your Chalk & Wire Account

1. Click GSU CampusID Login button.
2. Enter your CampusID.
3. Enter your Password.
4. Click Login.

Creating a Portfolio

1. Select Menu
2. Click Work
3. Click My Coursework
4. Click Create New Portfolio button.

If you are having trouble logging in, please contact Center for Excellence in Teaching and Learning: cett@gsu.edu (404) 413-4700.

cwpro chalk & wire

*Please note: You must complete a Qualtrics survey in order for a Chalk and Wire account to be created for you. Contact your faculty advisor for more information on how to get a link to the survey.

5. Give the Portfolio a name and verify your program’s name shows for Table of Contents.
6. Click Create.
**Uploading Documents**

1. Click through your Table of Contents. You will be submitting documents on the pages with the red icon.

2. Click Add Content and select Add File.

3. Click the plus sign next to Insert Content Here.

4. Click Add files. Navigate to the files on your computer and click Open.

5. Once you have attached all your documents, click Start Uploading All then click Close.

**Submitting your Portfolio**

1. Once you have uploaded your documents, click Submit.

2. Enter the name of your director and click Submit.

3. You will receive a message confirming that you have submitted your portfolio. Your director will receive an email alerting him or her to your submission.