About this Guide [Watch the Workshop Recording]

This guide is made for the 2-day Professional Development Workshop created by bluelotus03 on GitHub. The goal of this workshop is to learn about polishing your resume and then going beyond the resume to create your own online portfolio. This workshop uses the portfolio template in this GitHub repo: myportfolio.

Tools

We use GitHub and Gitpod in this guide because Gitpod is a free online tool everyone can easily have access to. However, we recommend using VS Code instead of Gitpod if you can. Gitpod is essentially the web version of VS Code and comes with some limitations.

If you're worried about using VS Code instead of GitPod because the instructions in this guide show Gitpod, fret not! VS Code is EXACTLY the same workspace layout. Gitpod is an online version of VS Code. The only thing that will be different is connecting VS Code to GitHub, and the steps for that are linked below.

If you want to know how to install VS Code, see here (skip to the last section for VS Code). If you need a GitHub account, see here.To connect VS Code with your GitHub account, see steps from a previous workshop here.

If you have VS Code and Git installed, as well as a GitHub account, you can fork and clone the repo by following the steps here. (Note: That guide is from a workshop where we used a different repo, but the steps are the same. Just make sure you are using this repo.)

Resume

If you have not created a resume before, see a general template here.

- Please note this is a bare-bones template, and you should try to add more styling and personalization to yours according to the kinds of positions you are looking for.
- You can find some examples of more personalized ones here.

There are also some additional resources for best practices and helpful tips:

- 5 Minute Resume Guide
- How to Write a Resume in 2021

GitHub

What is it?

Git is used to help manage, store, and merge your things (code, files, images, etc.) with other people. GitHub is a Git hosting site where you can keep your repos, collaborate to build projects with others, and more. You can learn more about GitHub and Git here.

Create An Account

If you do not have a GitHub account yet, please follow the steps here.
If you are a college student (or high school student with enough determination to prove your student status to GitHub's support staff - as this is a bit more extensive), there are lots of free resources you can have access to, like the Student Developer Pack. You can follow the steps found here to confirm your student status and get access to these extra services.

Repositories (Repos)

Repos are a place that holds all the files for your project and contains the edit history for each of those files. You can learn more here.

My Portfolio Repo

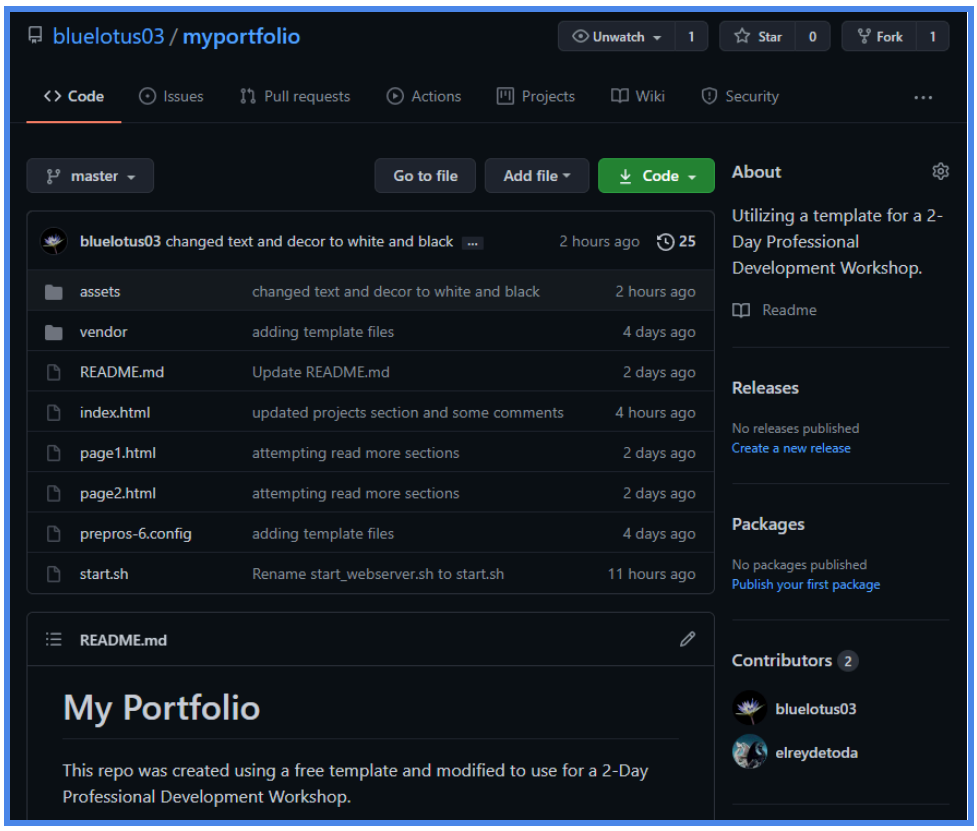
The repo we will use can be found here. This contains a portfolio template that you will make your own copy of, then make edits to personalize it for your portfolio.

Fork the Repo

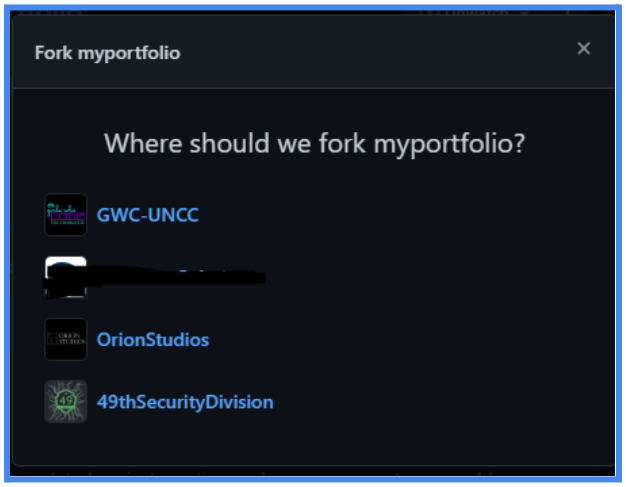
Forking a repo is essentially making your own copy of the repo. This allows you to make changes to your own copy without affecting the original. The following steps will show you how.

1) Go to **https://github.com/bluelotus03/myportfolio**
2) Click **Fork**



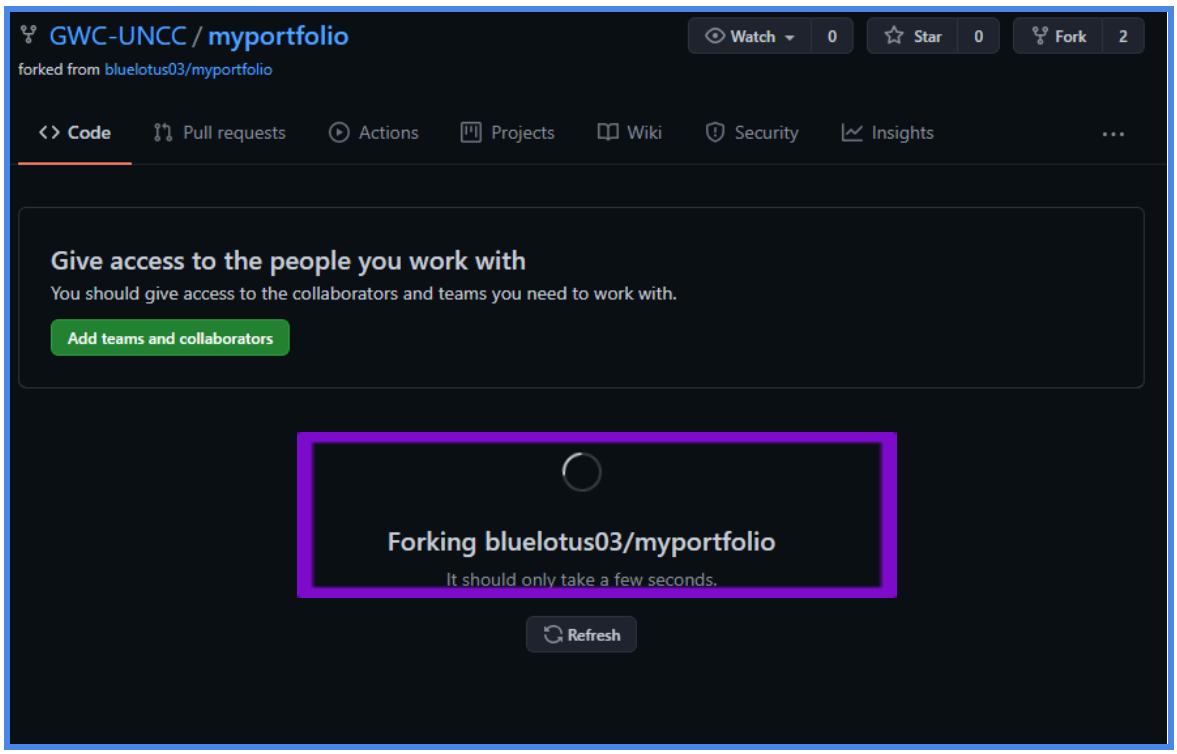


3) Select your **personal account** as the location to fork the repo to
If you're new to GitHub, it should be the only option.
If you are a member of other organizations on GitHub, you may see more options like below.

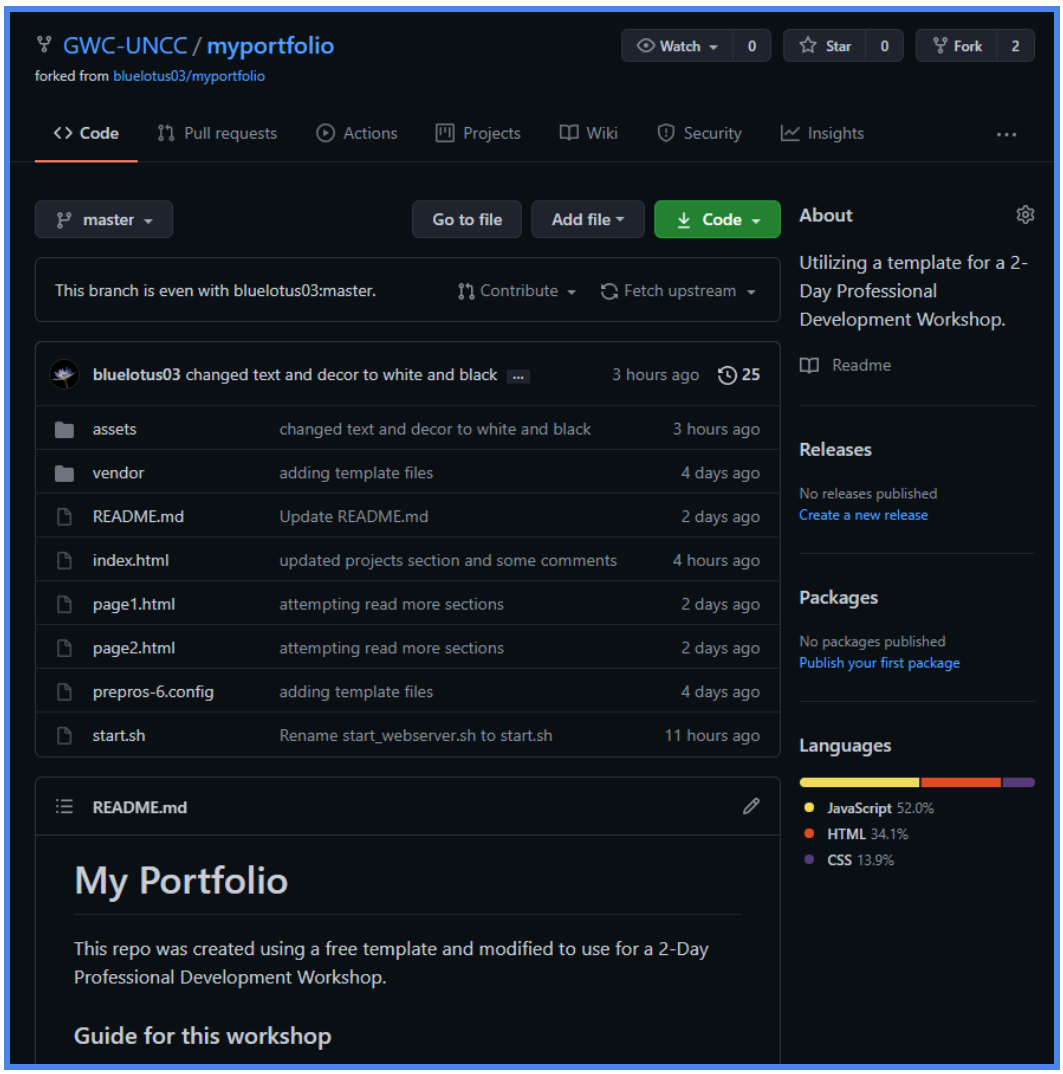


4) You should see the following message that it is **forking now**. In the top left, you should see the location you forked it to, and below that, where it was forked from.





5) Once it is done forking, it should look like this



GitHub Pages

GitHub Pages allows you to publish your website for free, as long as your repo for the site is public. This is what we will use to host your portfolio at the end of this workshop. You can learn more about GitHub Pages here.

Publish Your Site

1) Go to your repo for My Portfolio, select **Settings**
2) On the left side menu, select **Pages**
3) Under **Source**, click the dropdown "**None**," and select **master** branch
4) Click **Save**
5) You should see a blue message that your site is ready to be published.
   Wait a few seconds, then **refresh** the page.
6) You should then see a green message that your site is published, along with the link of where it's published. You can **click the link** to see the live site!
   This is a link you can share with others now too.

Unpublish Your Site

1) Go to your repo for My Portfolio, select **Settings**
2) On the left side menu, select **Pages**
3) Under **Source**, click the dropdown "**Branch: master**," and select **None**
4) Click **Save**
5) You should see GitHub Pages is now disabled. You can return and change this at any time.

Note: If you want to keep your site live, but you're worried that it's not finished, don't worry! Generally, no one has that link unless you want them to. (Most people won't go looking for your GitHub repo unless there's a reason.) So, it stays pretty private until you want to share.
If you stay live and want to edit:

- You can still make changes in Gitpod and view changes locally
- Changes will not be reflected on your live site until pushing them to GitHub
- Once you push, your changes will be applied to the live site (it may take a minute or two)

You can also choose to take your site offline, edit, and go live again at any time.

Custom Domains

With GitHub Pages, the link is auto-generated, and you don't get to change that. If you want a custom domain (for example, mysite.com), that is another story. That will require purchasing something called a domain name and configuring some things, see here. We won't cover that in this guide, but if you want to explore this, see here. For this workshop, we will use the free auto-generated link GitHub Pages gives us.

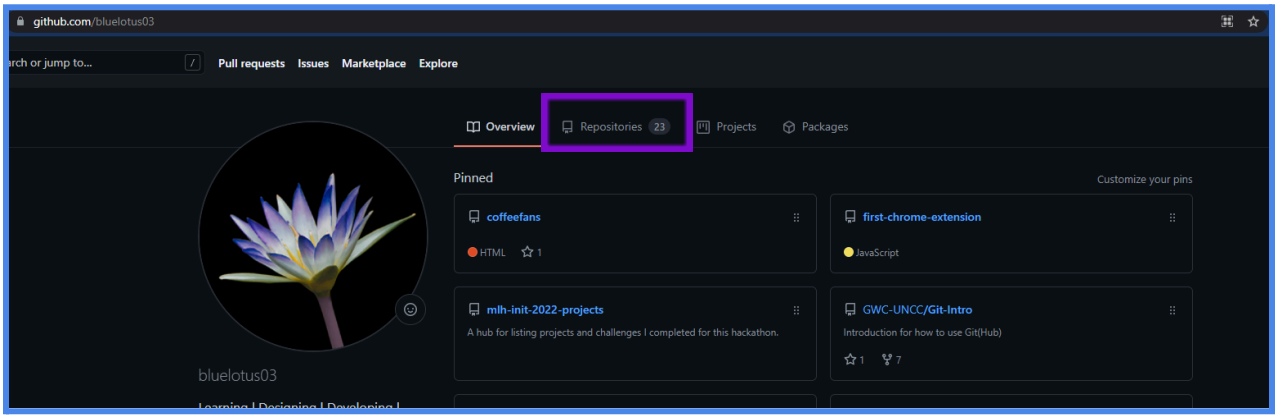
Getting to Your Repo

Sometimes navigating GitHub can be a bit difficult. If you find yourself on GitHub and having trouble finding where you forked the repo to, you can follow the steps below to find it. Note that there are a few different options depending on what information you have and where you are on GitHub.

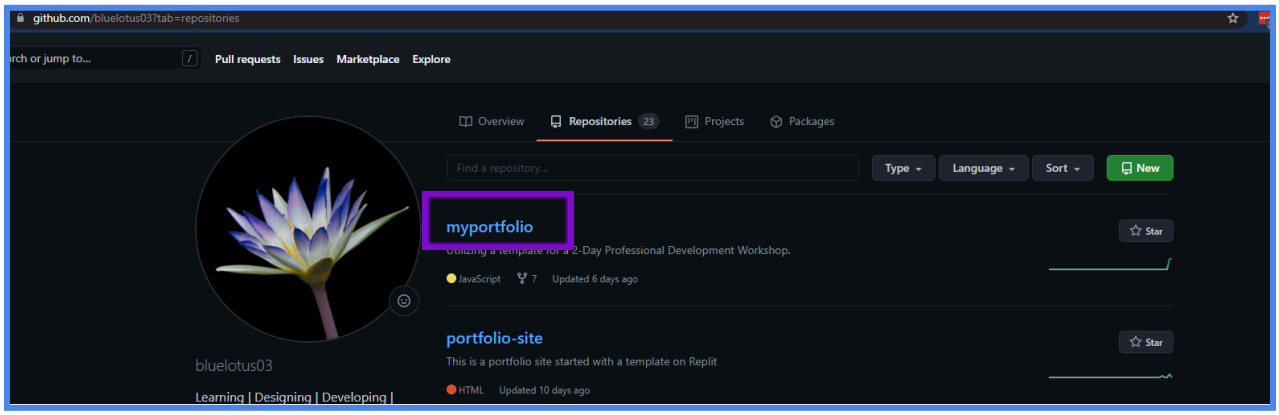
Option 1

If you know your username, type **https://github.com/your-username**.

1) You should see a screen similar to below and can select **Repositories**.



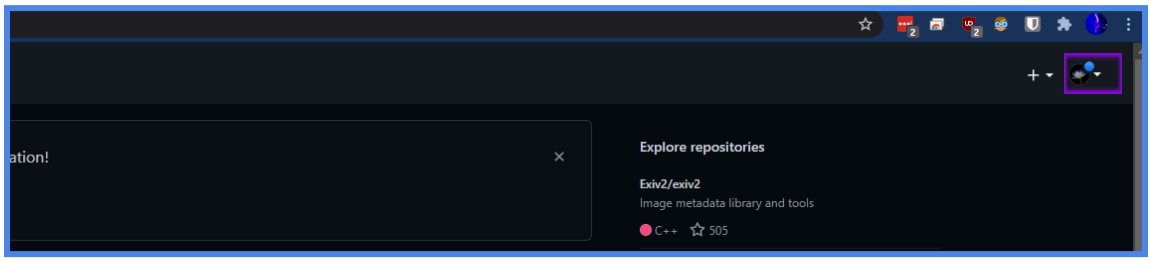
2) Then select the repo called **myportfolio**



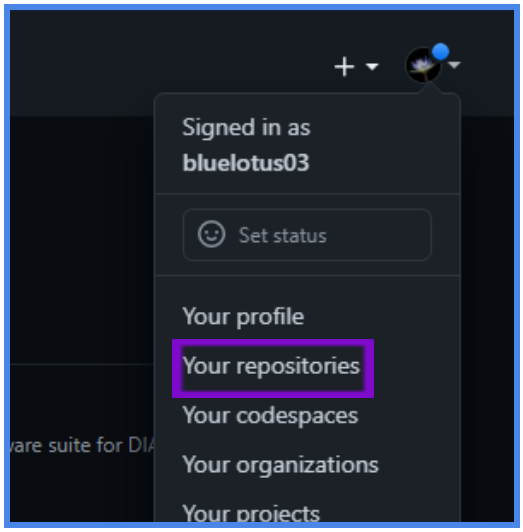
Option 2

If you don't know your username, just go to **https://github.com/**
You should already be signed in from before. If not, you will need to figure out your username and password to sign in.

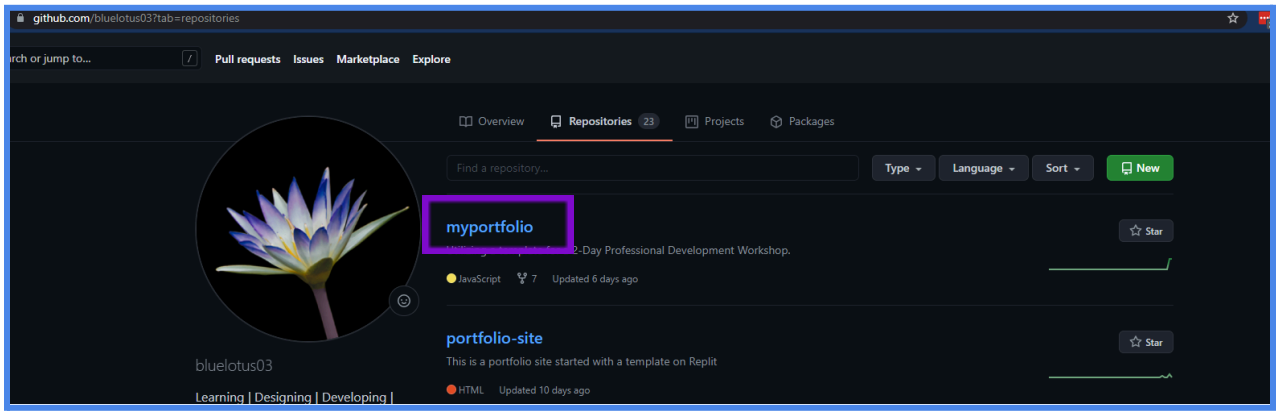
1) Once signed in, from any page you should see your profile icon and name in the top right corner, like below. It will have a little arrow next to it, click that **arrow** or your **profile icon**.



2) Select **Your repositories**



3) Then select the repo called **myportfolio**



Gitpod

Important Notes

Free Account Limits

We are using the free version of Gitpod, which comes with a couple limits that you should keep in mind:

- You cannot use more than **50 hours per month**
  This means you will need to **stop** your workspace between uses and **start** again later

- You can only have **public repos**
  (You will need to make sure your repo is public anyway to be able to make your site live for free.)

Alternatives

Gitpod is powered by a web version of VS Code, which is a free development environment you can download on your desktop. This is a recommended tool to use if you plan to keep editing your portfolio or try working on other projects.

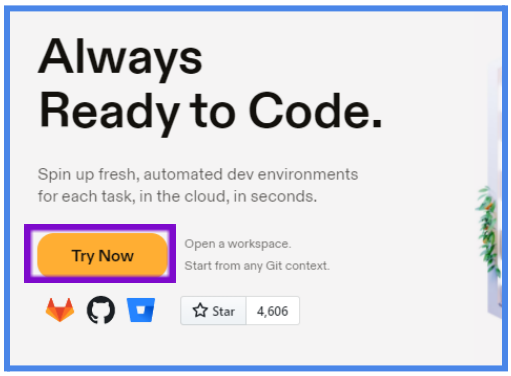
- You can find a set up guide for VS Code here.
- You can find a guide on how to connect VS Code to your GitHub account here.
    - Note this is part of a GitHub workshop, and Girls Who Code will have another workshop covering this on August 28, 2021. The previous workshop recording can be found here.

Note: In some of the following screenshots, you will see two html files: page1 and page2. Ignore these. They have been removed and were just used for testing some things.

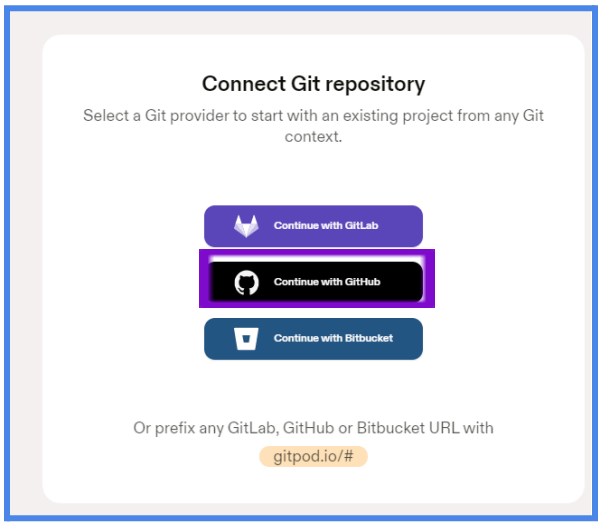
Set Up

1) Go to https://www.Gitpod.io/

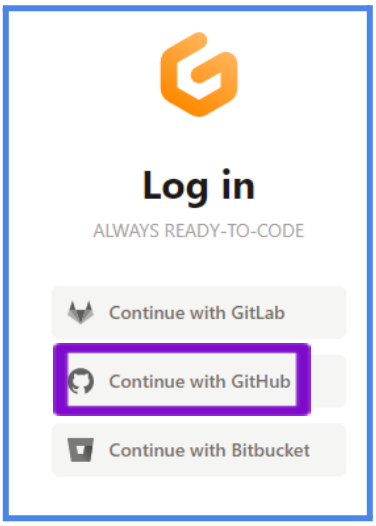
2) Click **Try Now**



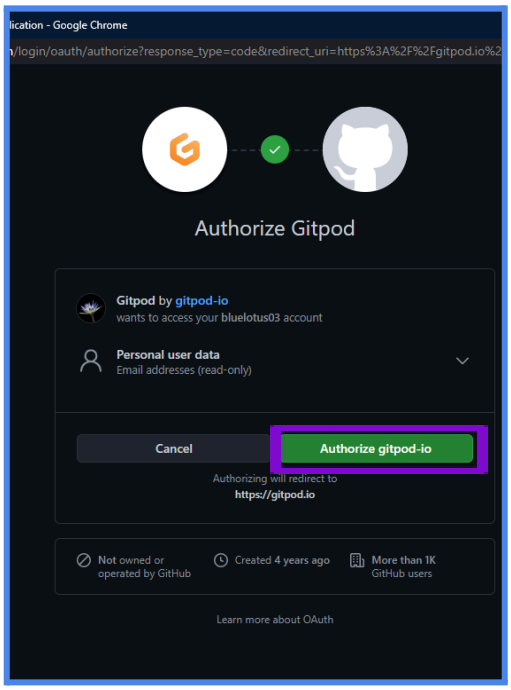
3) Click **Continue with GitHub** for two pop ups

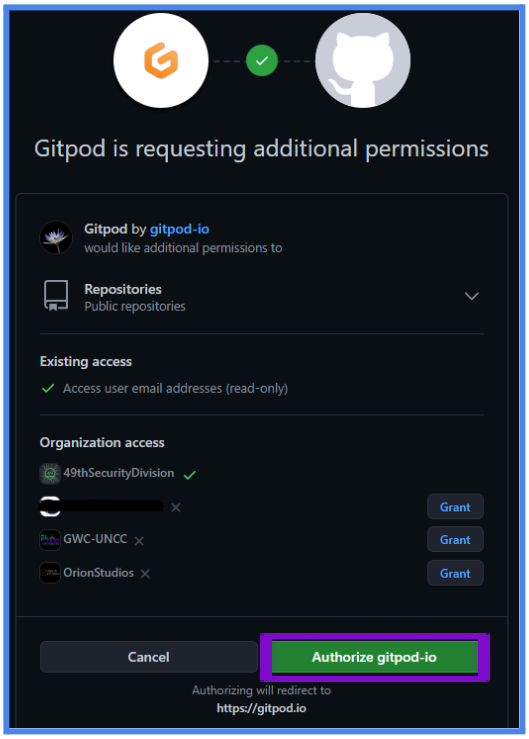


then →

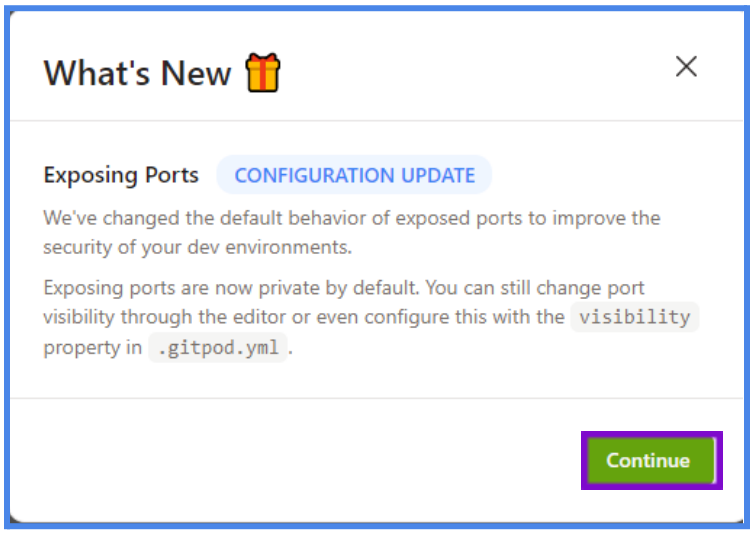


4) Click **Authorize Gitpod-io** for two pop ups
Make sure, on the second pop up, that it doesn't have access to any organizations you don't want it to. (If you're new to GitHub or not a member of orgs, you might not see this second pop up.)

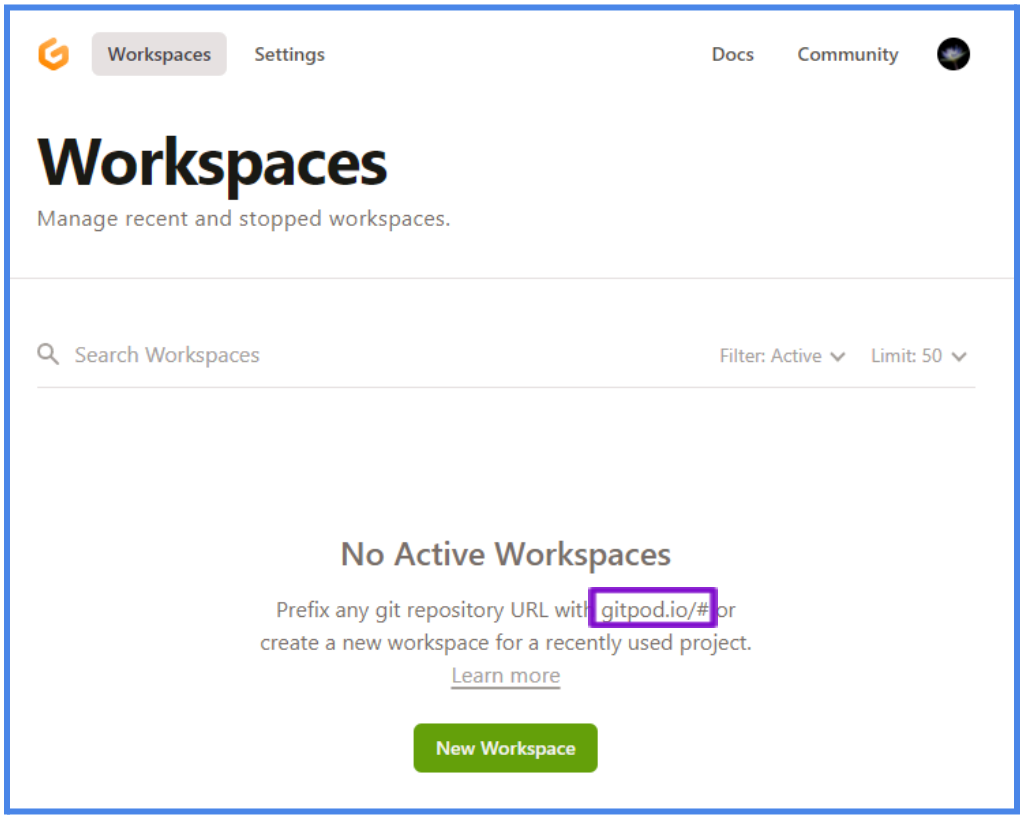


then →


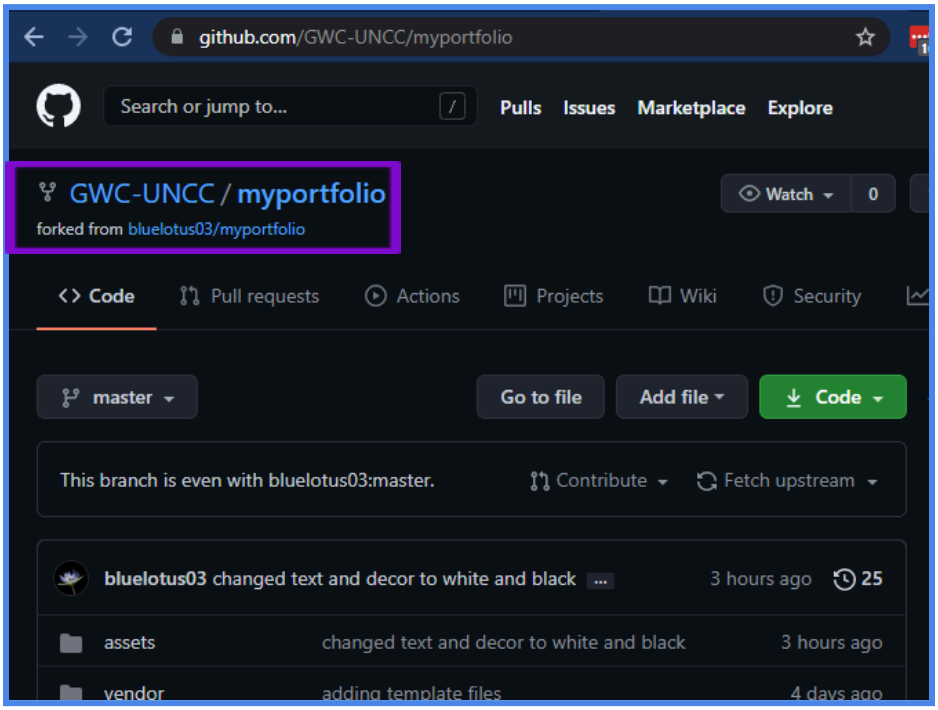
5) If you get another pop up, as long as it's just a news or update message, click **Continue**



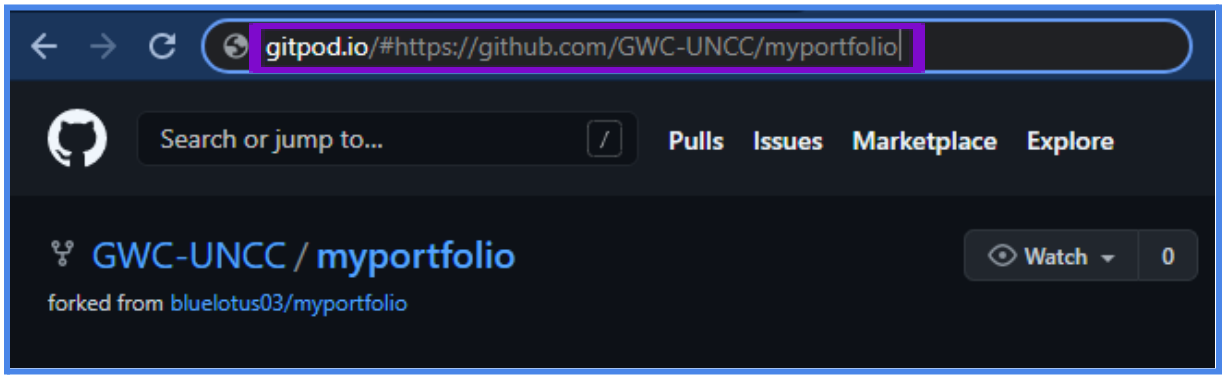
6) You should now see this Workspaces page, copy **gitpod.io/#**



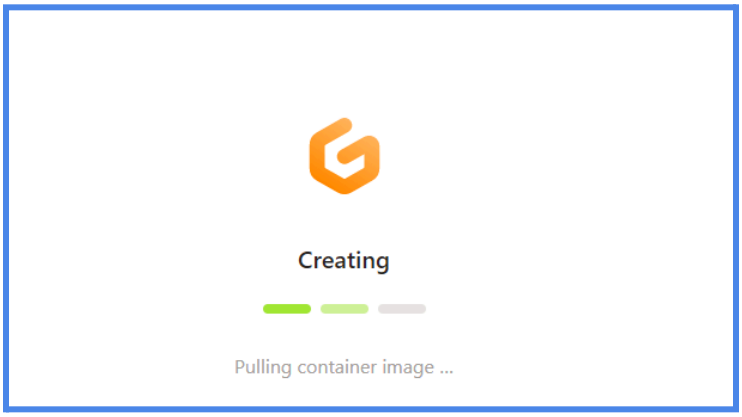
7) Open your portfolio repo in a new tab (if it's not open already)
Make sure it is **your fork**, not the original repo that you forked from.



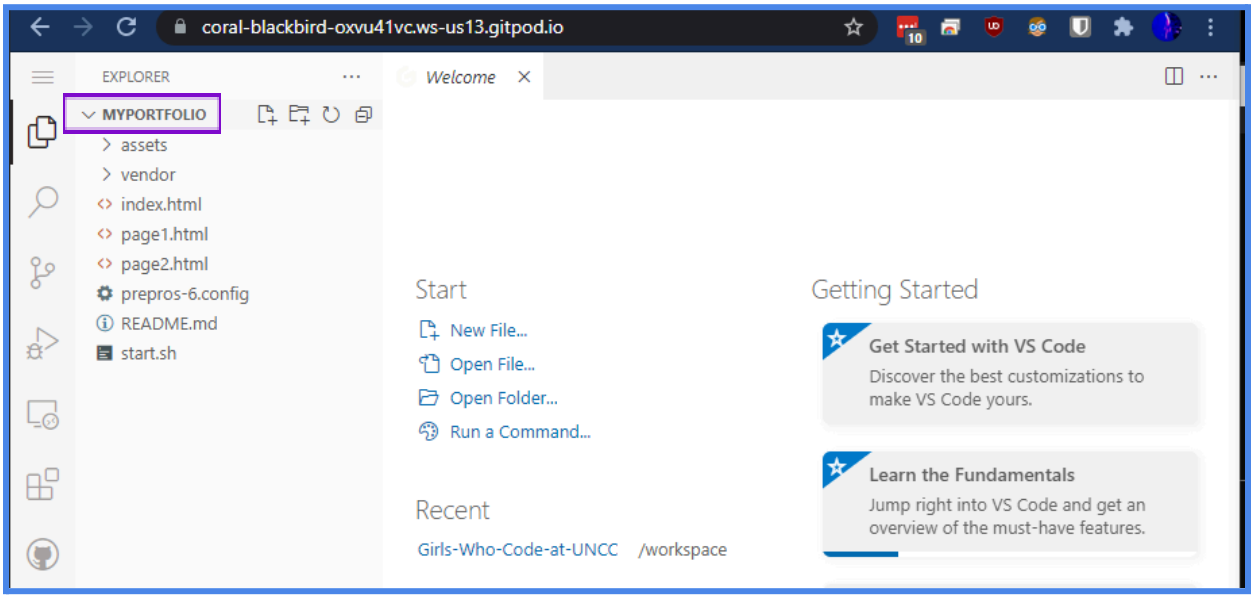
8) Paste **gitpod.io/#** in the beginning of the URL and hit **ENTER**



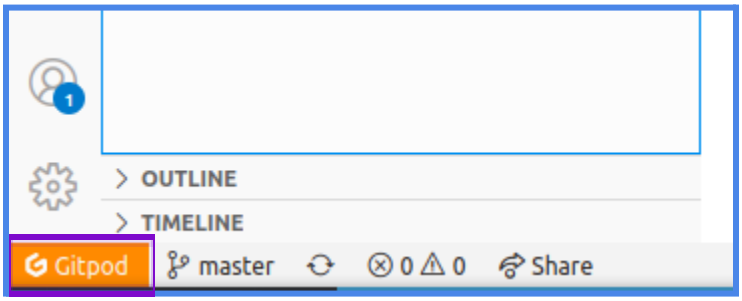
9) This should automatically change your current tab to Gitpod and show this **loading screen**



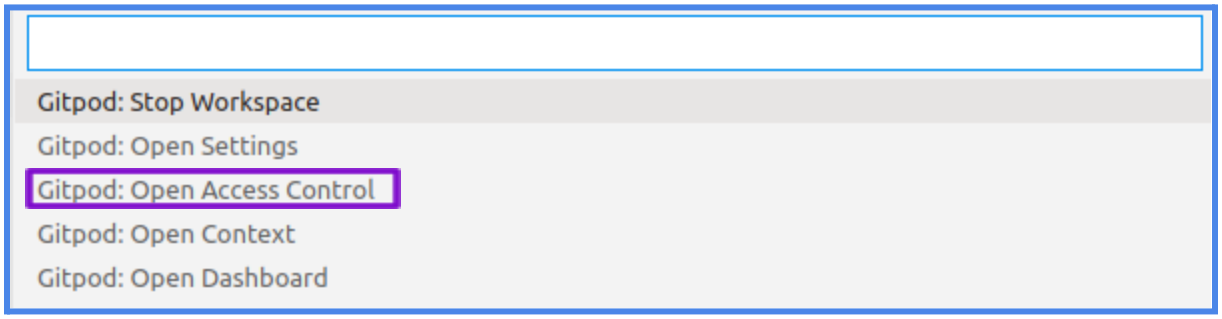
10) Once it finishes, you should see the workspace open with **MYPORTFOLIO** in the top left.



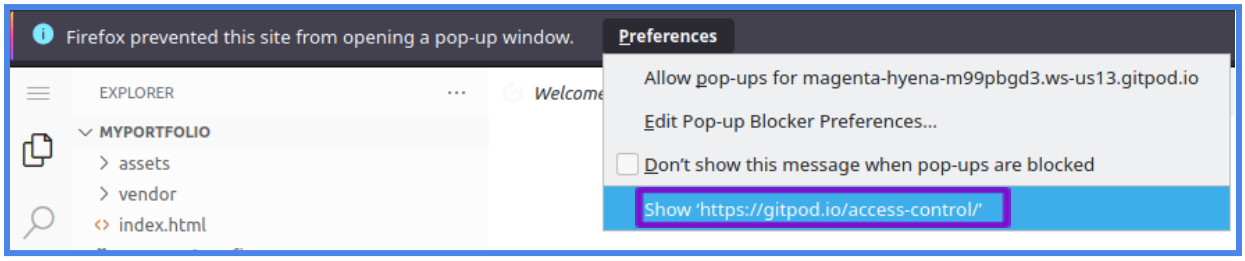
11) Before we can push, we need to give Gitpod.io write access to our repo.
Click on the bottom left corner **icon**.



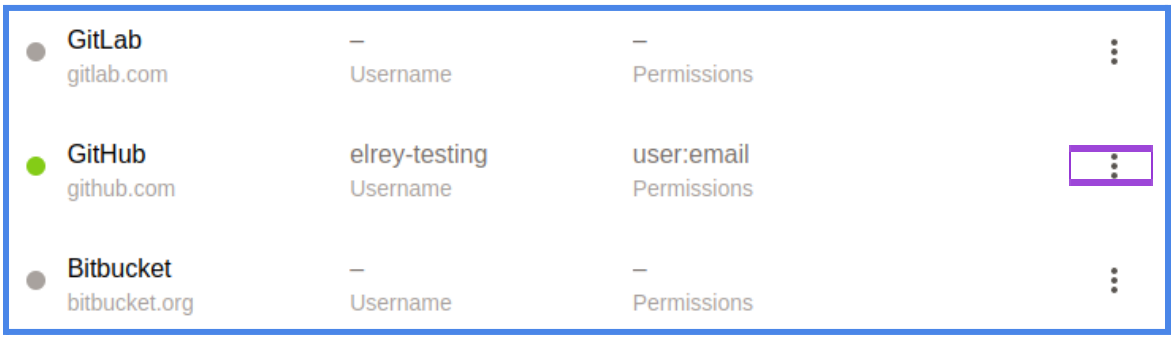
12) You should see a pop up at the top of your screen. Click **Gitpod: Open Access Control**



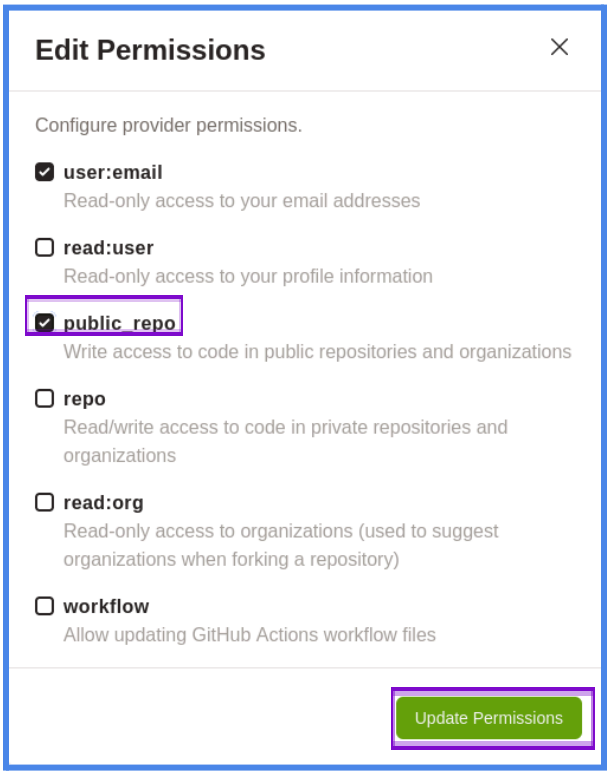
If you get a warning about a pop up, you can allow that page to load by clicking **Show 'https://gitpod.io/access-control/'**



13) You should see the options below. Click on the **3 dots** for the **GitHub option**.



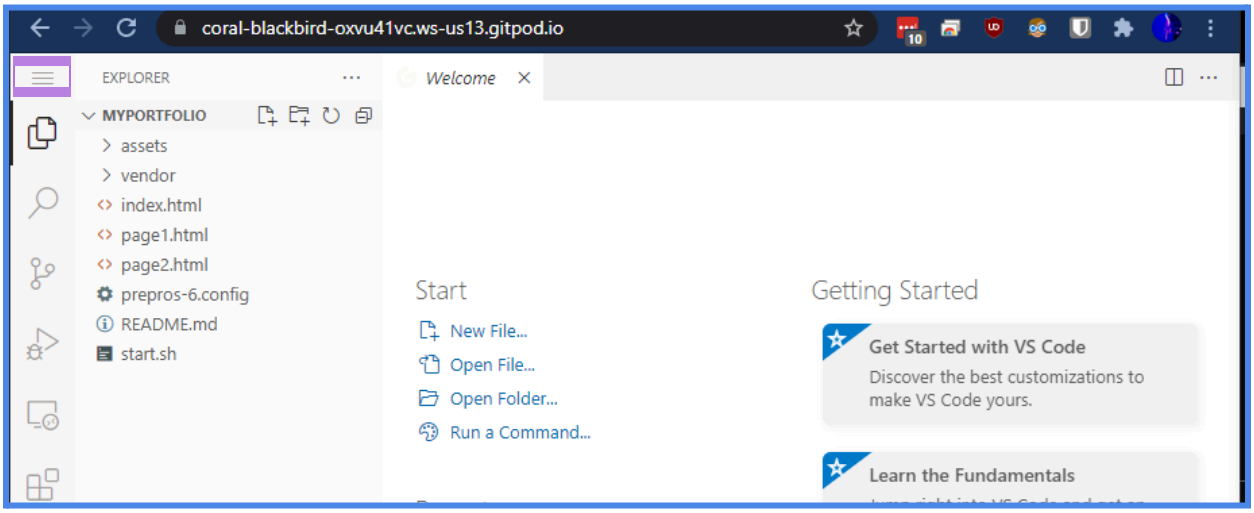
14) You should see the following options. Select the **public_repo** option, and click **Update Permissions**



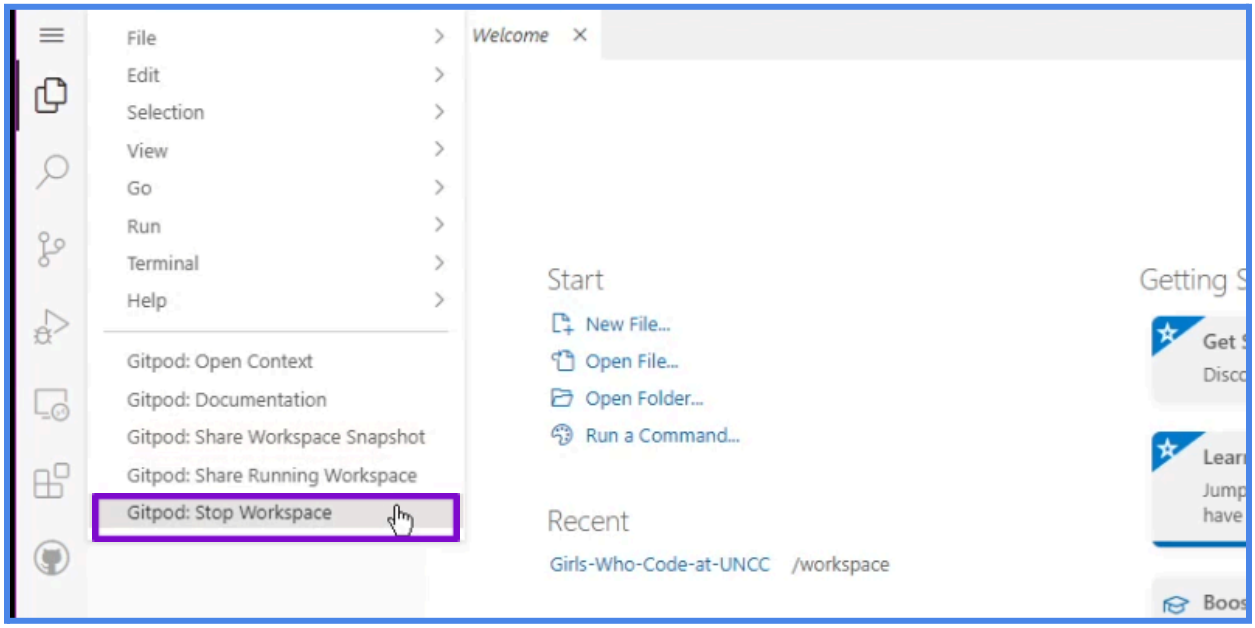
15) You can then go back to your workspace and click on the **name of the workspace** to get back to editing. Now you don't have to worry about permissions when we push our changes later on in this section!

Stopping Your Workspace

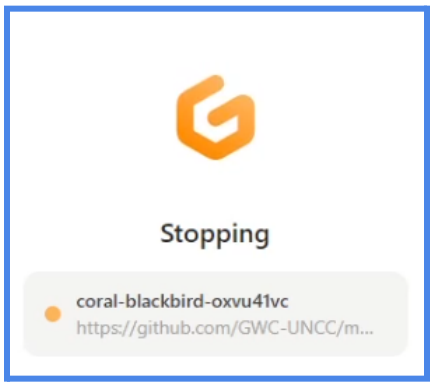
1) Select the **menu** in the top left corner



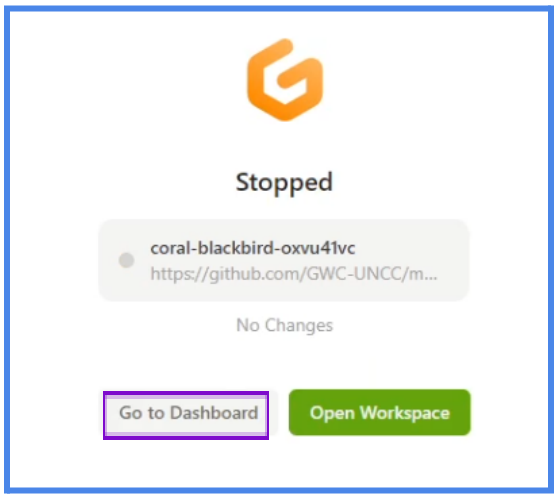
2) Choose **Gitpod: Stop Workspace**



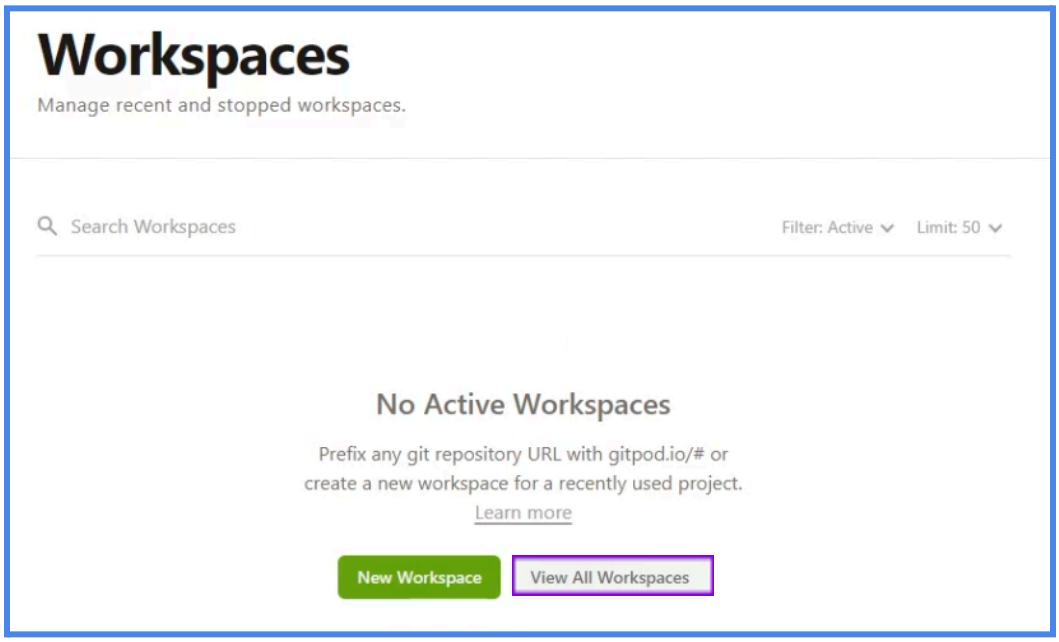
3) You should see this **loading screen**



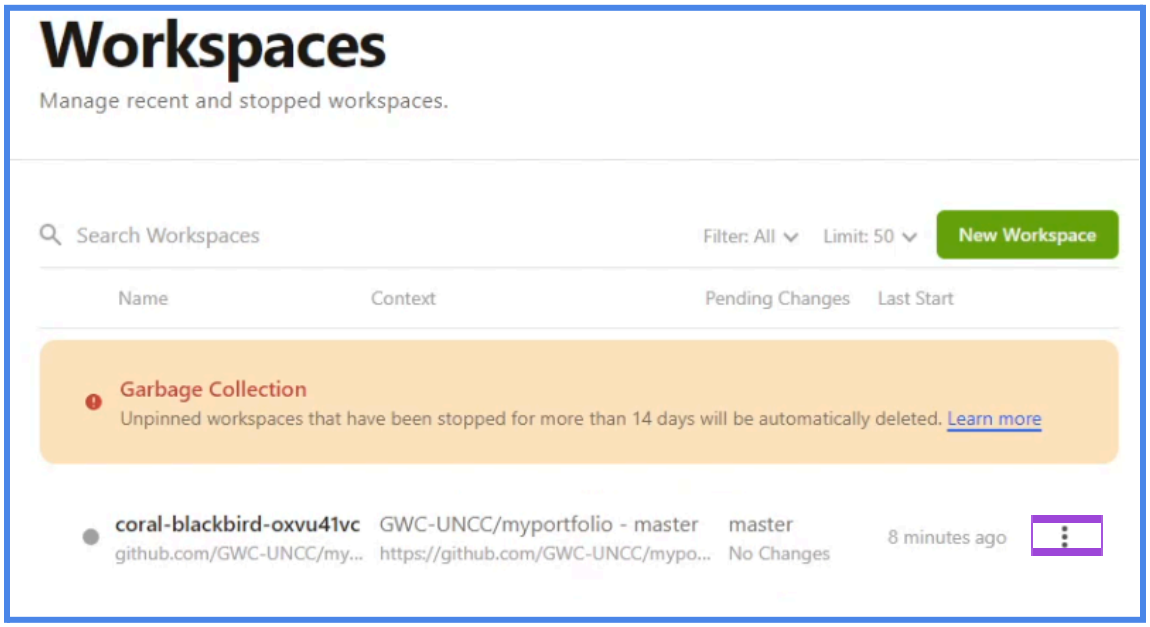
4) Once it is done, you will see these options. Click **Go to Dashboard**



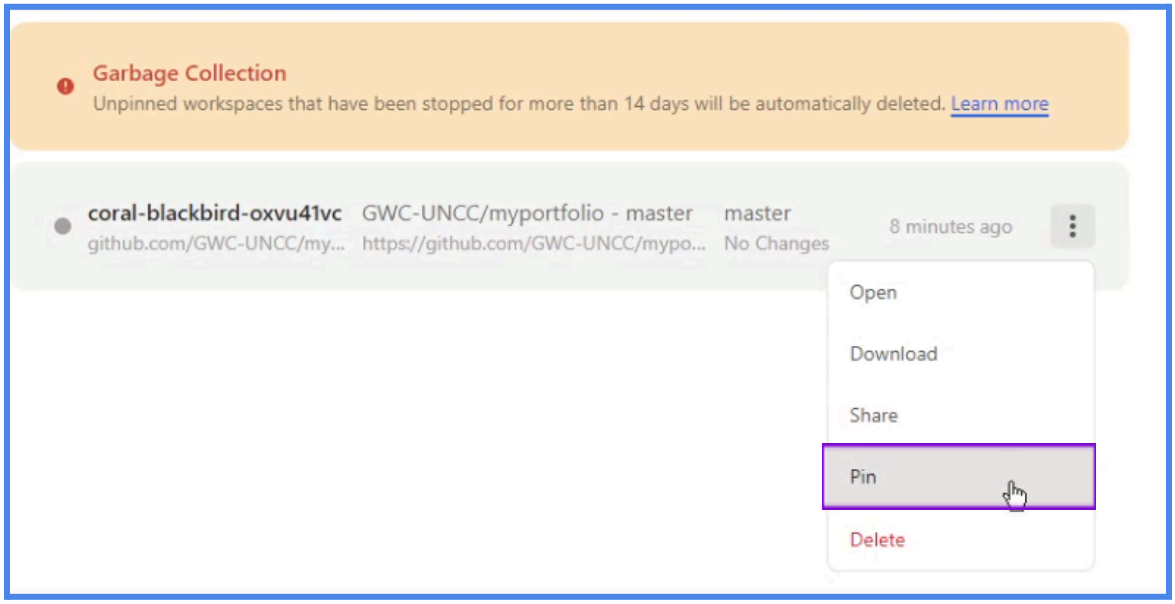
5) You should see “No Active Workspaces.”
We need to do one more thing to ensure our workspace won’t get deleted if left unattended too long. Click **View All Workspaces**



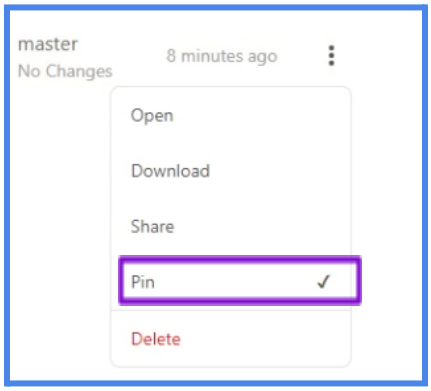
6) You should see a notice that workspaces stopped for more than 14 days will be deleted unless they’re pinned. We will go ahead and pin our workspace.
Click the **3 dots** to the right of our workspace.



7) Select **Pin**

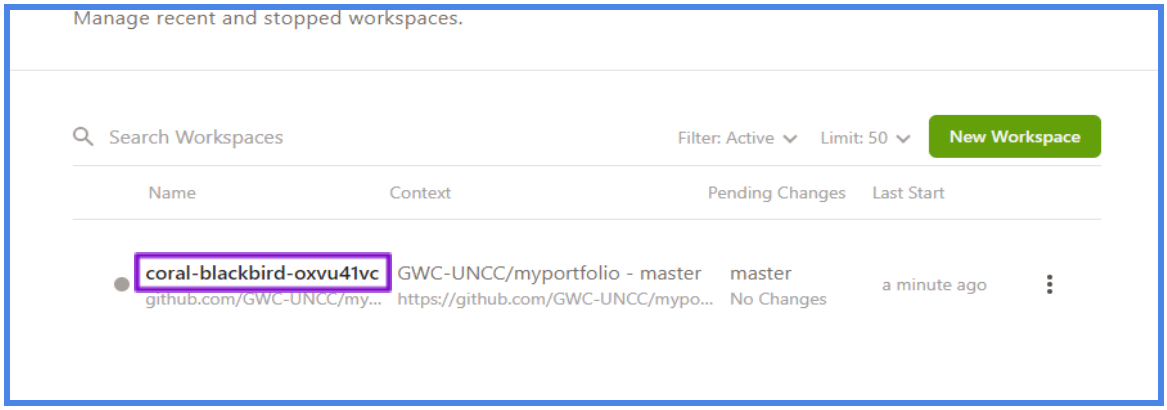


8) This will not have any obvious changes or success messages, so to confirm we have pinned it, select the **3 dots** again. You should see a **check mark** next to Pin.

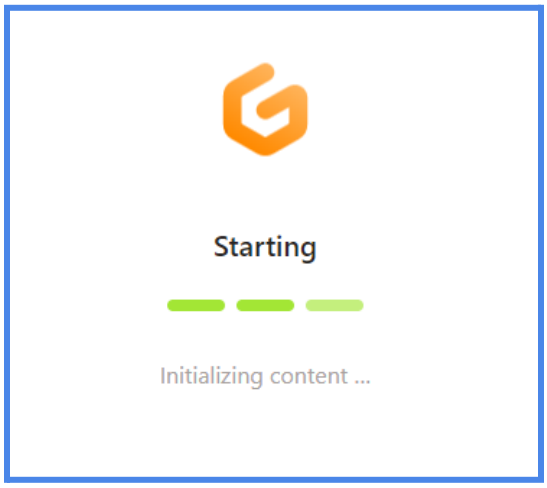


Starting Your Workspace

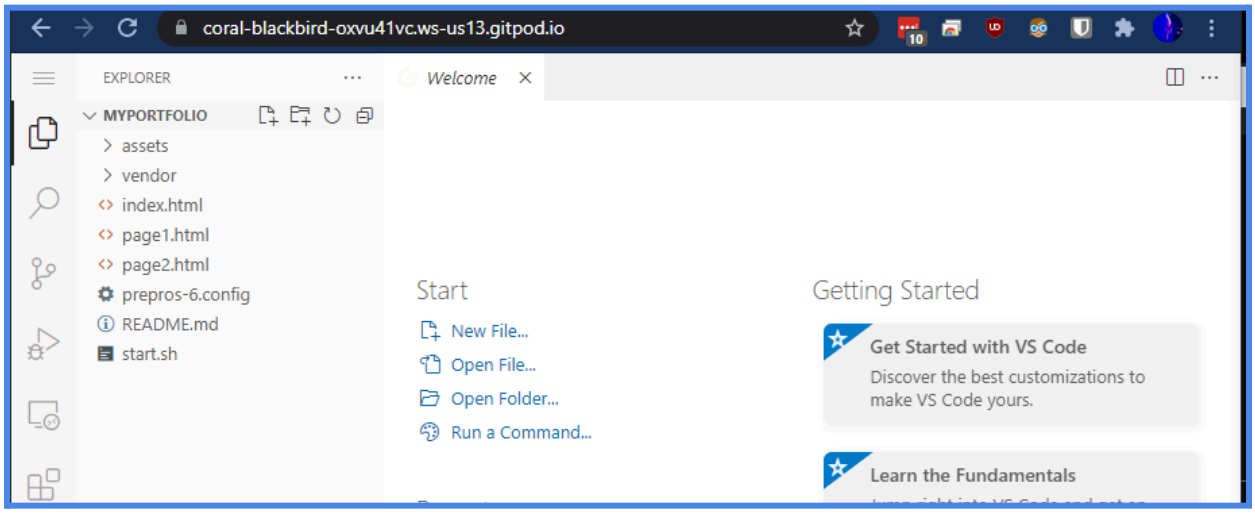
1) If you are opening Gitpod up again, you should see your workspace now automatically since we pinned it last time. Click on the **name** of your workspace to start it.



2) You should see the following **loading screen**



3) Once it has started, you will see the workspace open and ready to use!



Viewing Your Changes

Method We'll Use

When editing your site, you'll want to see your changes. To avoid needing to run more complicated commands, we have a script that we can run with a simple command. We actually don't even have to type the whole command:

1) Type **./s**

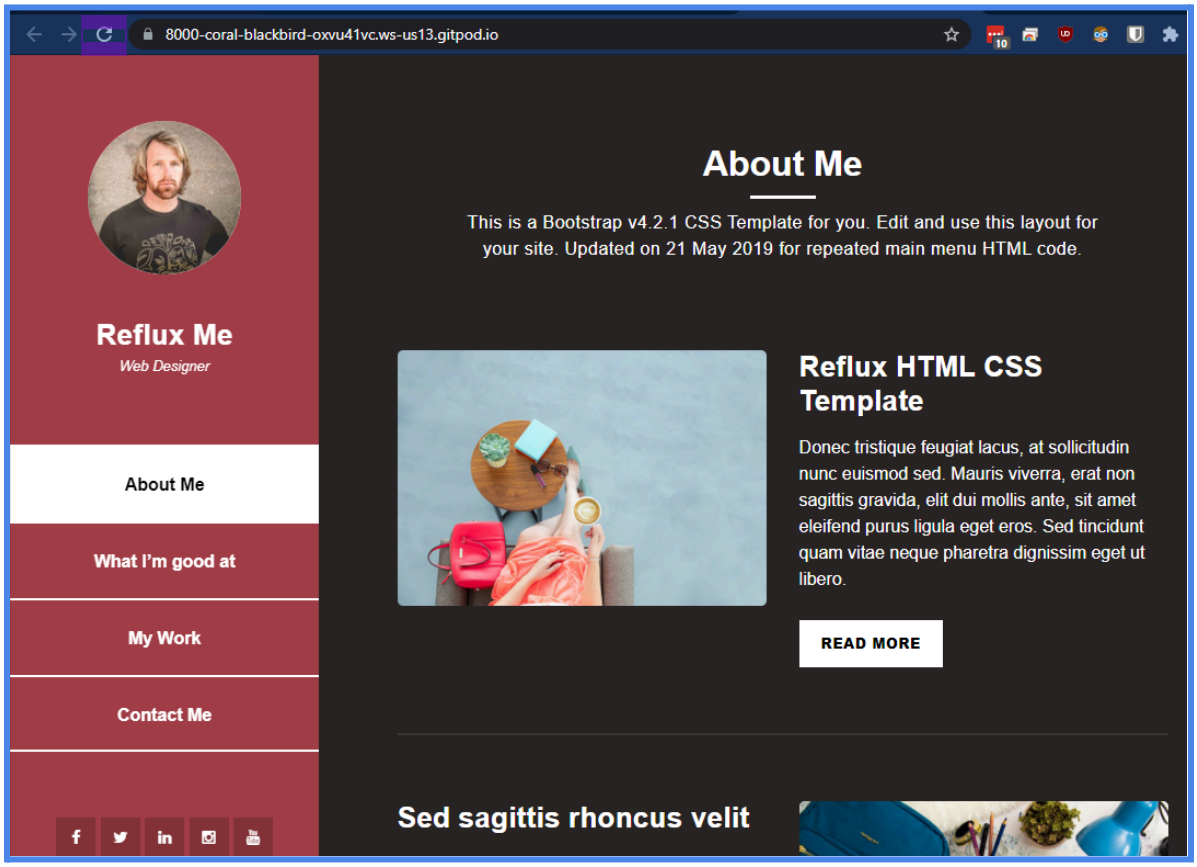
2) Hit **TAB** (this should autocomplete to ./start.sh)

3) Hit **ENTER**

4) You should see the following pop up. Click **Open Browser**.

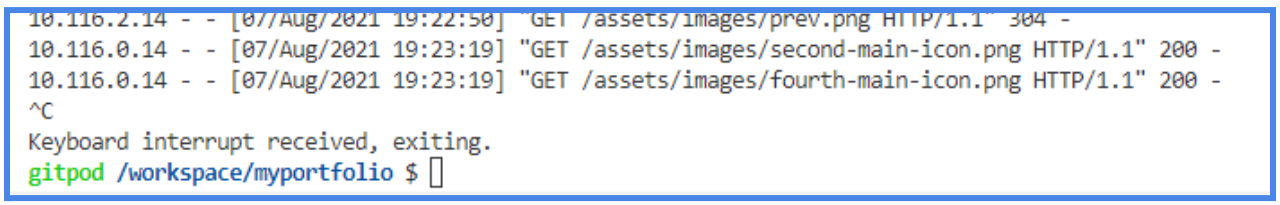


5) It should automatically open the website in a new tab. Now, whenever you make changes in the files in Gitpod, you can go back to this tab and **refresh** to see the changes.



Note: If you see a timeout or port issue, try **refreshing** the tab. It should reload just fine.

6) To stop running this preview, in your terminal type hold **CTRL** and press **C**



Alternative

If you are interested in the full command, you can find it in the file start.sh (myportfolio/start.sh). Basically this command will use a programming language called python to create a basic web server so you can view your changes to your portfolio.

Issues Viewing Changes

One problem you could run into when viewing your changes in another tab is that some changes don't update. This is typically an issue with the CSS file changes for some reason. HTML changes don't seem to have this issue.

If this happens, it could be your browser that you are trying to view the changes in. It seems to be an issue of cookies/cache (essentially, your browser history). The easiest way to fix this is to delete your browser history. To do this, you can follow the steps here based on the browser you're using. You should only need to do this every so often, rather than every time you make a change to CSS files.

If you don't want to deal with this issue, we recommend using VS Code. To do this, see here.

Commit & Push

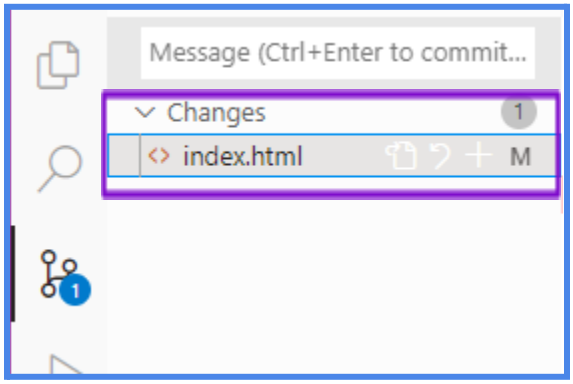
Do this **OFTEN**.
When we make changes, we want to ensure they are saved and documented. This is how we can undo them later if needed, or see what we changed. To do this, we do something called committing and then pushing. Commits are when you save your changes locally with a message of what you did (think of it like hitting the save button in Microsoft word), and pushing is when you push those commits to GitHub so they can be saved on your repo. For more on commits and pushing, see here. (Note: Those resources are for the GitHub workshop, using VS Code)

Commit

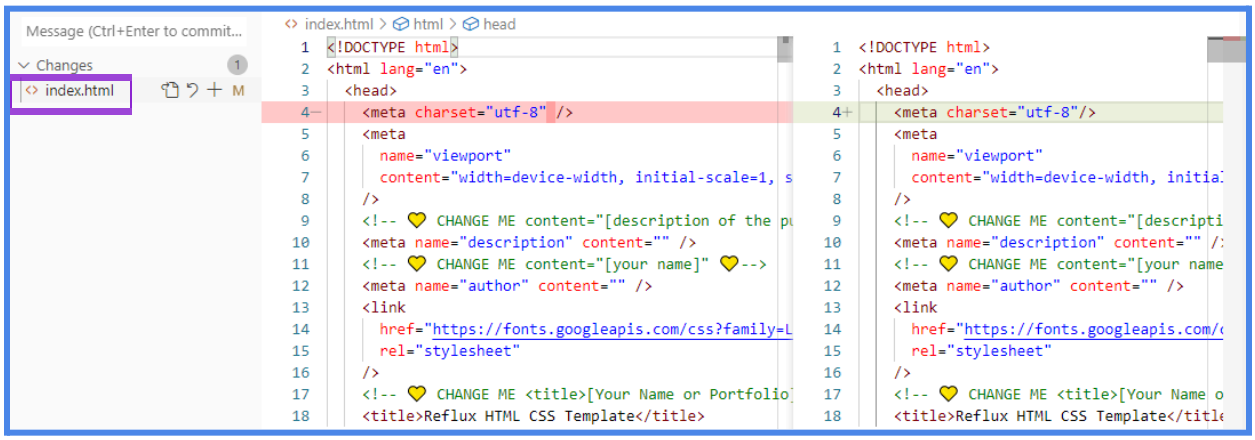
1) Whenever we make changes, we should see a **number** appear here and get incremented for each file changed. Click the **icon** with the number.



2) Now you can see the files you've made changes to



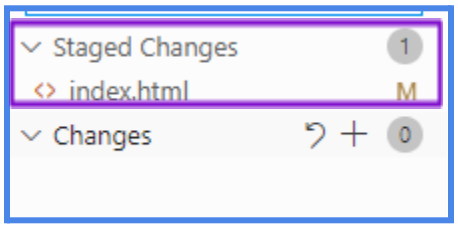
3) If you click on the **file name**, you can see the exact changes in that file.



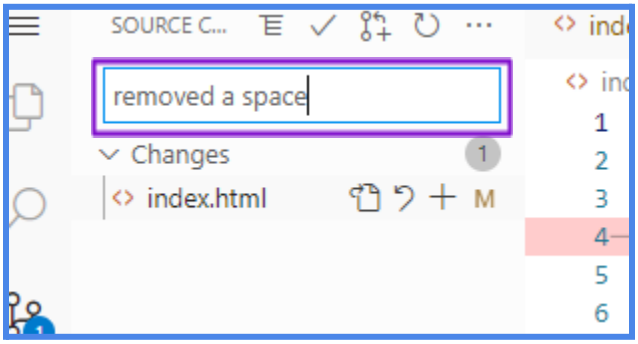
Red means removed. Green means added (or the new version if on the right).
In this example below, we removed a space. The red on the left is the original where we removed the space, and the green on the right is what that line looks like now.

4) To commit these changes, we will first need to stage them. Hover over the bar that says Changes and click the **plus sign** that appears next to it. This will stage all changes.
(You can also click the plus sign next to files that have been changed to stage individually.)

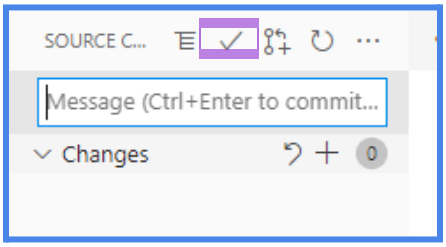
5) Once you stage the changes, you should see the staged files under a section called staged changes now. Any files not staged will still be under the Changes section.



6) Now enter a **commit message**. This is where you note what you did.



7) Click the **check mark** up top to commit with that message.
Now you should see the files are gone from that side bar.



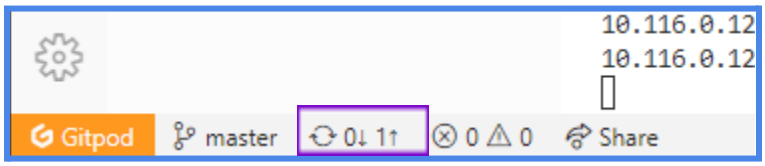
If you would like to use a keyboard shortcut to commit:
While that textbox is selected, hold **CTRL** and hit **ENTER**.

You have successfully committed your changes!

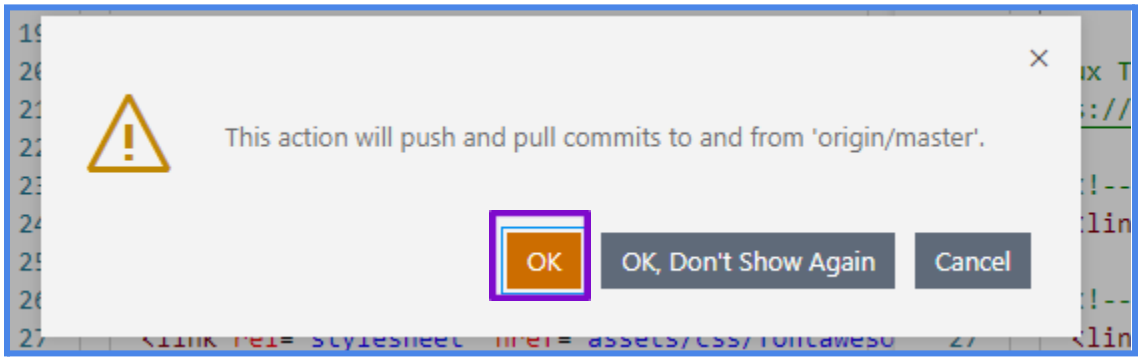
Push

You must commit before pushing. If you have not done this yet, see the previous section.

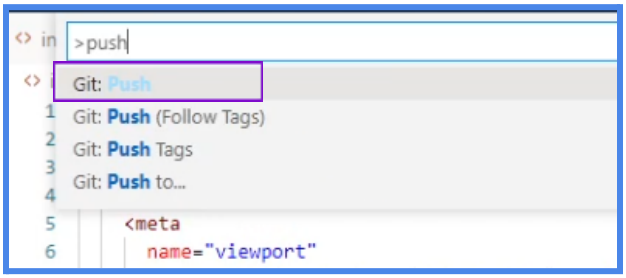
1) You should see any commits waiting to be pushed at the bottom left corner.
Click on the **area** noted below.



2) You should see a pop up like this. Select **OK**.



If you would like to use a keyboard shortcut to push:
Hold **CTRL** and **SHIFT**, then hit **P**. You will see a command palette pop up.
Start typing **push**, then select it from the options that show up
(either by clicking, or down arrow to highlight the option and hit ENTER).



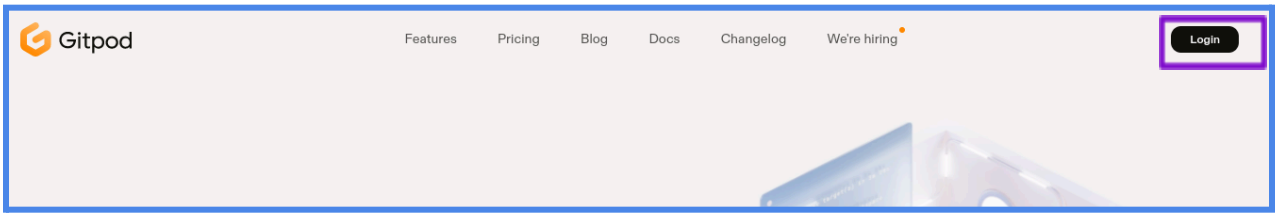
Once you've used this command recently, it'll show up when opening the command palette so you can just select it without typing push.

You have successfully pushed your commits to your GitHub repo!

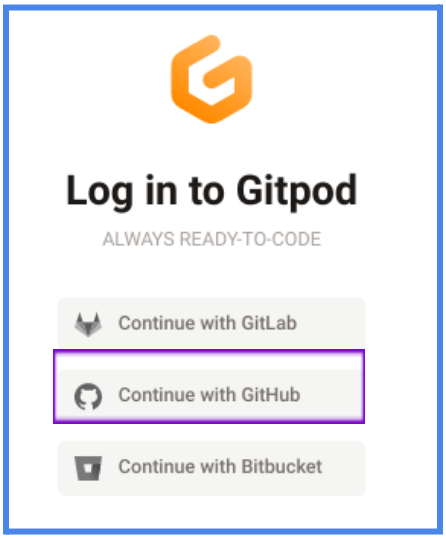
Getting to Your Workspace

If you left GitPod and are having trouble getting back to your workspace, follow the steps below.

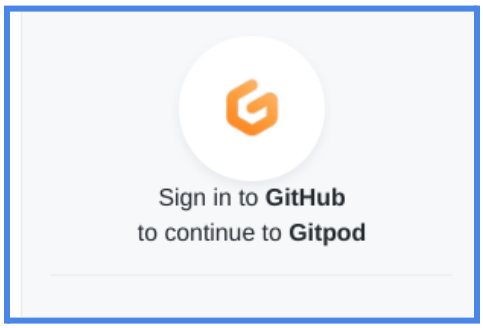
1) Go to **https://gitpod.io** and click **Login**



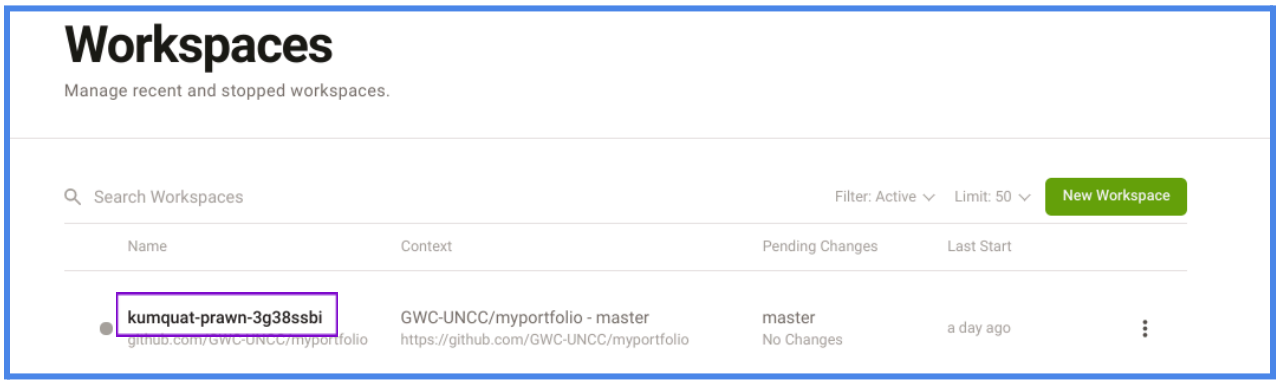
2) Select **Continue with GitHub**



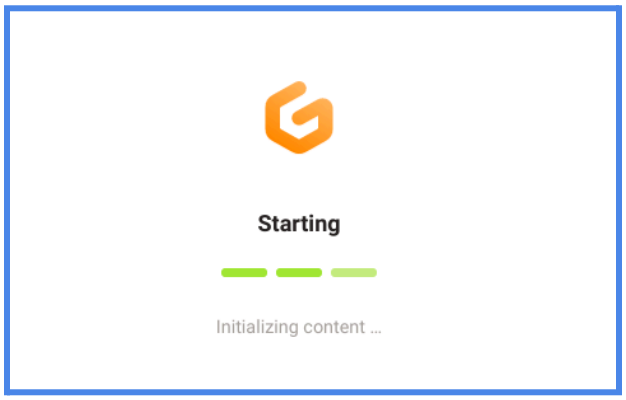
3) It may ask you to sign into GitHub. If so, just enter your username and password, then select **Sign in**



4) Now you should see your Workspaces. Click on the **workspace name** for your project



5) A **loading screen** will appear letting you know it is preparing and starting the workspace



Now you can begin working on your project!

Note: (*If you have only used GitPod to edit your project, then ignore the following paragraph.)*
If you edited your files on GitHub directly or using any other method outside of GitPod, you may not have the latest version of your project. If that is the case, you should always pull before starting your work. This essentially tells GitPod to fetch your project again from GitHub and will make sure you have the latest version of your project. To learn how to pull, see below.

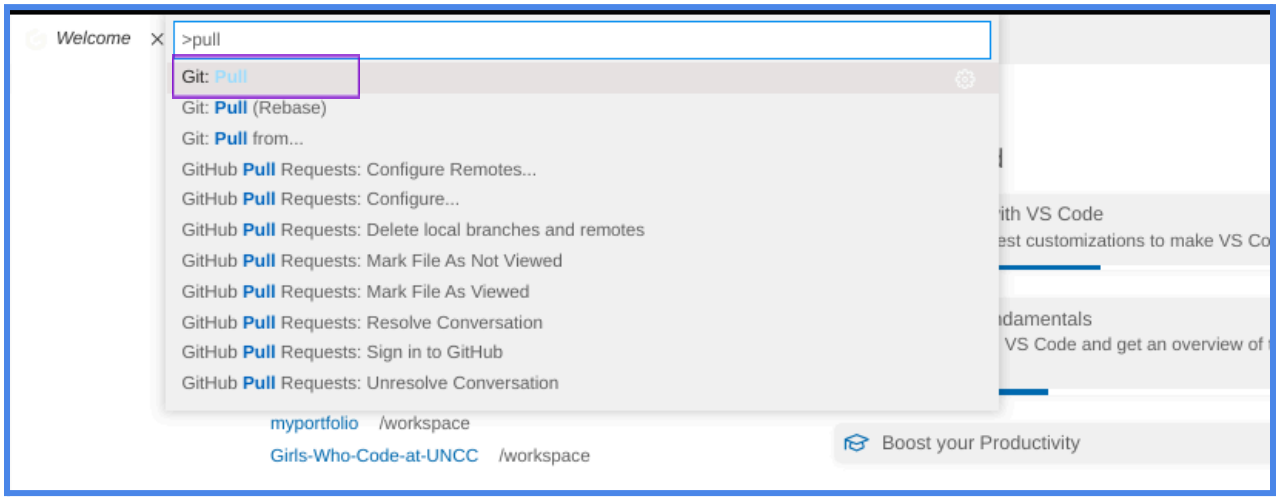
How to Pull

1) Make sure you are in the right project, and if you are already connected to your GitHub project repo (have committed and pushed previously), you should be able to do the following steps without issues.

2) Hold **CTRL** and **SHIFT**, and press **P**

3) A command palette will show in the top of your screen, type **pull**

4) Select **Pull**



5) There should be small moving dots or a brief blue icon pop up on the left side bar (very small and hardly noticeable when it's a quick pull). When that goes away, you successfully pulled the latest project version and are ready to start editing!

HTML/CSS

Syntax

Syntax is a fancy word for rules of a language. Similar to grammar and how different languages have different rules for how their words are used, coding languages have their own rules for how they can be written. These rules are the *syntax* of the language. We won't explore the syntax of HTML and CSS too much for our purposes in the workshop, but there are a few things listed below to help in understanding our portfolio template. You can learn more about HTML here, and you can learn more about CSS here.

Variables

Variables are words or characters (letters) that store information like numbers, characters, and strings (words or sentences).

For example, we could have a variable named "color" that is used to store the color we want our text to be. We could set that variable equal to a particular color: `color = "blue"`

Here color is the variable and blue is the value.

This works the same way for numbers and strings. For example:

```
age = 12
message = "hello there"
```

In our template, we will focus more on tags and attributes for HTML and CSS files, but they work in a similar fashion.

Tags

HTML code is made up of elements. Tags are used in our HTML file to differentiate between different elements. For example, **<h1>** means this is a large header (title), while ** ** means this is paragraph text. You can learn more about different tags here.

Most tags have opening and closing tags. The opening tags have the element name in angle brackets: ** **. Closing tags have the same tag with a slash in front of the element: ** **.
You can learn more about opening and closing HTML tags here.

Attributes

Attributes are used in tags to specify certain things about that information. You see these commonly in things like image tags <img> or link tags <a>.

Image tags have an attribute called "src" that specifies where to find the image (file path).
For example:

```
<img src="assets/images/profile-pic">
```

Link tags have an attribute called "href" that specifies the website you want the link to go to.
Then, next to the opening <a>, you put the word or phrase you want to be linked.
For example:

```
<a href="https://google.com">Google</a>
```

This will show:
Google

Selectors

Selectors are something we use for CSS. They are essentially names we use to specify where and when we want to apply certain styling choices to. Some names are set from the HTML tags they apply to, while others are ones you can create. For example, if we want to make all paragraph text a certain color, we use "p" to refer to paragraphs. We can say:

```
p {
      color: purple;
}
```

If we only want certain paragraphs to have this color, we could include a special name for those paragraphs, called a class in the HTML file. In this case, we would find the paragraphs we want to be purple in the HTML file and say `class="purple"`. For paragraphs in our HTML file, this would look like this:

```
<p class="purple">
      Paragraph text goes here.
</p>
```

Then in our CSS file, we would say:

```
p.purple {
      color: purple;
}
```

There are a few rules about what to use for different cases, but we won't discuss this here. You can find more info on selectors here.

Comments

You can make comments in your code to do things like note what certain parts of your files are for, leave messages for other collaborators, or explain what a particular line or section of code is doing. Different coding languages use different symbols to notate comments. These symbols ensure those comments are not read as part of the code itself, they essentially get ignored by the browser when running your files. You can learn more here.

HTML comments look like this:

```
<!-- Comment text goes here -->
```

CSS comments look like this:

```
/* Comment text goes here */
```

HTML and CSS comments can be single line comments or block comments. Block means they span several lines. See more on HTML and CSS comments here.

You would typically only use block comments at the top of files to contain important information. In the code, you would typically stick to single line comments. Some programming languages have different symbols for single line and block comments. See examples of commenting in different languages here.

Indentation

Indentation is more important in some coding languages than others. Regardless of whether it affects the code running correctly or not for a particular language, you should always try to maintain proper indentation. It not only keeps your code clean and easier to read but also helps you when trying to track down errors. Read more of why you should indent your code and how to do this here.

In our template, we just want to make sure we follow the indentation in the HTML and CSS files.

In the HTML file, you'll see the code gets more indented as it is more nested. Every new line with a new tag gets indented once more. Then when you add your closing tag, you back up to be in line with its opening tag.

In the CSS file, you'll see the selectors and braces are aligned to the left and the styling properties for any given selector are indented and in line with each other. They do not nest as HTML does.

Symbols

The following can be used for different purposes in code, and these are some of the ways they are referred to. More info can be found here.

Brackets/Braces

- Square Brackets → [ ]
- Curly Braces or Brackets → { }
- Round Brackets or Parenthesis → ( )
- Angle Brackets → < >

Punctuations

- Semicolon → ;
- Colon → :
- Period or Dot → .
- Exclamation Point → !

Misc

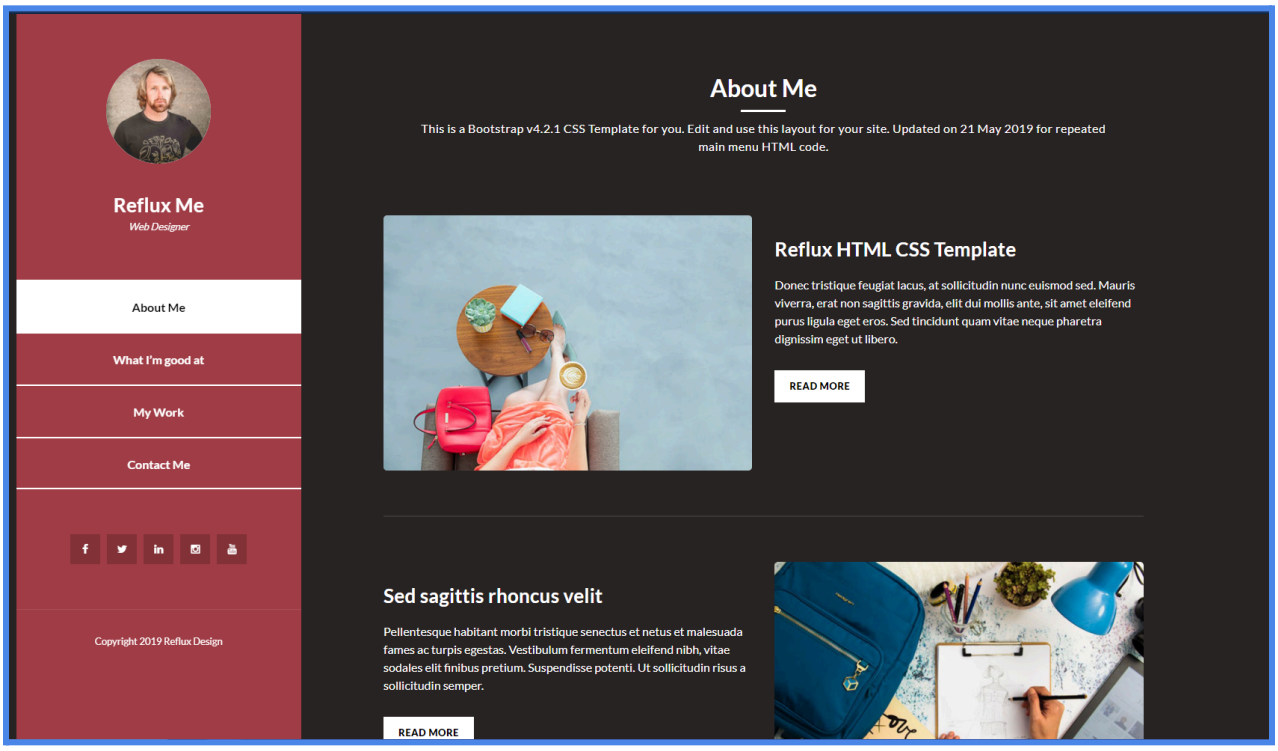
- Ampersand → &
- Pipe → |
- Asterisk → *
- Single Quote or Tick → ‘ ’
- Double Quote → " "
- Caret → ^
- Dollar Sign → $
- At sign → @
- Backslash or Back Whack → \
- Forward slash or Slash → /
- Dash, Tac, or Hyphen → -
- Backticks → ` `
- Hash or Pound Sign → #

Template

Notes

Reflux Template

Here is a preview of the template we will use. Note some of the original template has been edited already to make things easier for this workshop.



Images

We will need images to add to your portfolio. If you don't have photos of your own that you can use right now, you can use photos from [unsplash](). These are free for you to use and share.

Below is a list of the number and types of images you will need, **totaling 9 images**:

- **1 Profile Pic**
    - Choose a small photo if possible. If you need to crop a photo of yourself, or crop yourself out of a group shot, you can.
    - If you don't want to use a real photo of yourself, you can use any object/avatar.
- **6 Photos of different projects** or assignments you want to showcase.
    - 1 of each project
- **2 Photos of projects**, assignments, or experiences you want to highlight
    - 1 of each project

Upload images to Gitpod:

1. Right-click on the directory in which you want to upload the photo (in the left file explorer)
2. Click on "Upload Files..."
3. Select the photo that you want to upload

This will upload the photo into your Gitpod workspace at the desired location.

****Upload images to the assets/images folder****

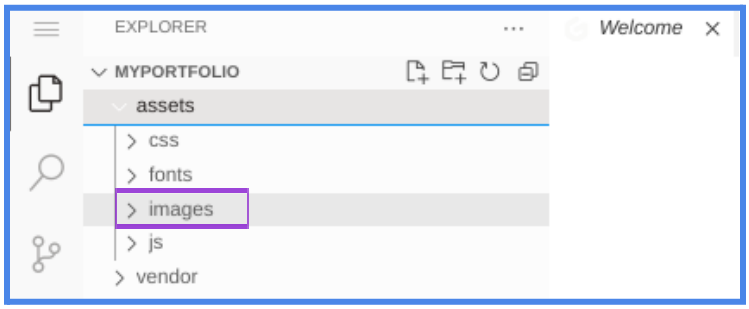
Image Sizes

I do not recommend changing the template's image sizing if you can avoid it. It can affect the spacing and layout of the things around the images. What you can do instead is resize your image to get as close as you can to the size the template uses.

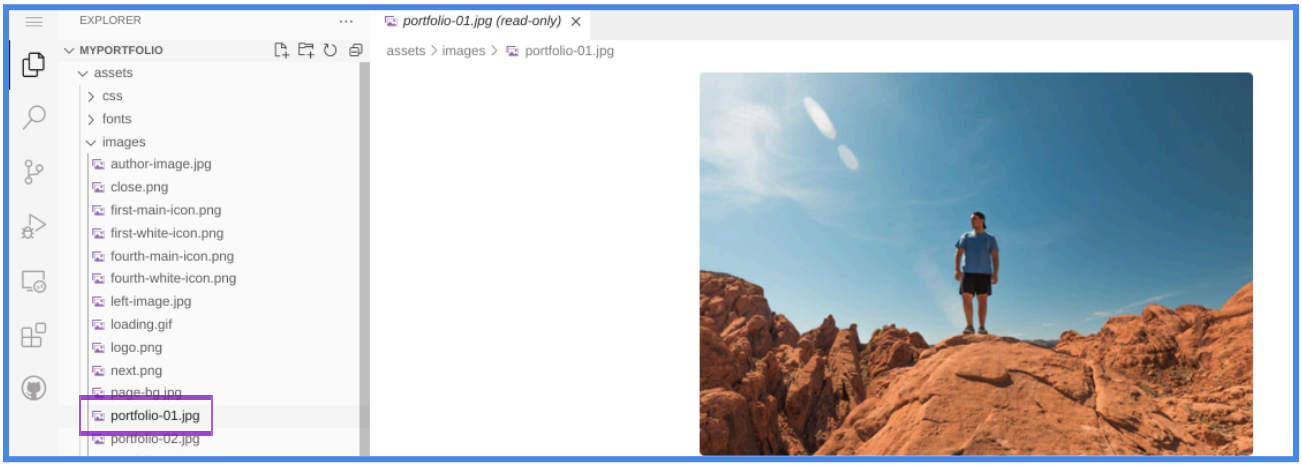
Template Image Sizes

To figure out what size your images need to be to fit well in the template, follow the steps below.

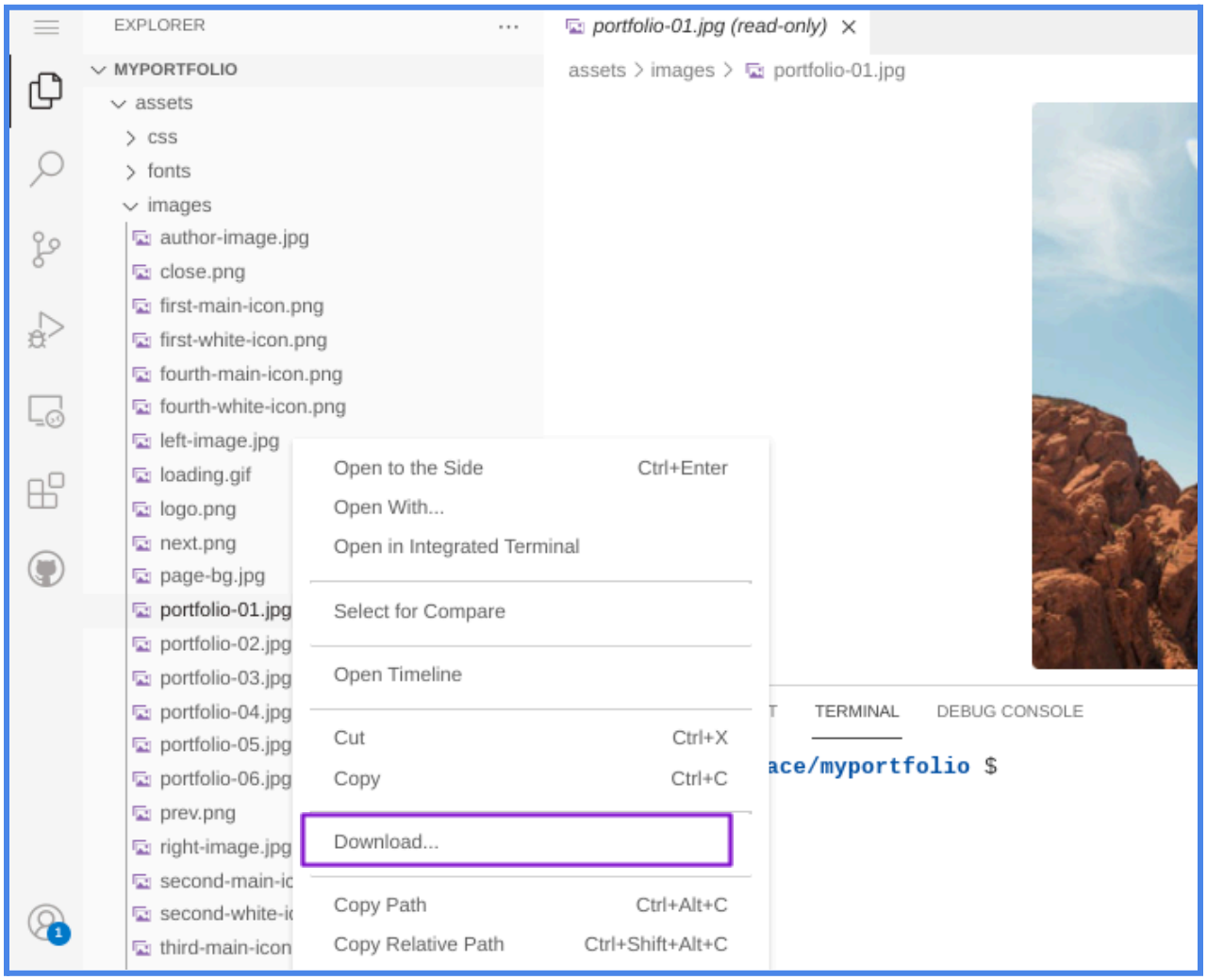
1) Once you're on your GitPod workspace, open the **assets** folder so you can see **images.**
   If you need help getting back to your workspace, see here.



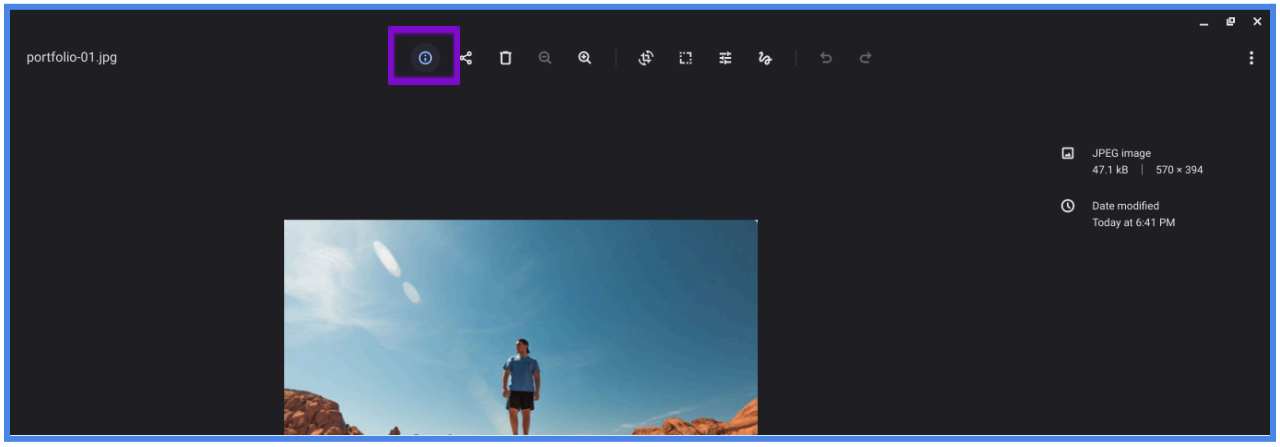
2) Open the **images** folder and **click** on an image to view it.
   Make sure it's a project photo, one of the main ones on the template, and not an icon or something else.



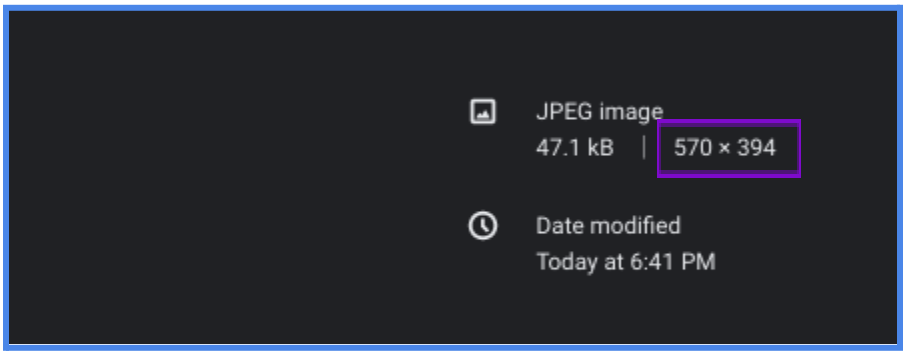
3) **Right click** on the image click **Download**



4) Open the downloaded image. Depending on the tool you use to view the photo, the options could look different, but the kinds of options you have should be similar.
This tool has an **(i) button** for info, while others may allow you to right click and select **File Info**. Whatever the option looks like for you, choose to view the file info or details. There are some steps for a Windows Photos tool view here.



5) Now we can see dimensions on the right side: **570 x 394**



It should be width x height. If there are ever doubts about which is which, look at the image and determine if it is wider than it is tall, or vice versa. That will tell you the larger number belongs to whichever way the image is larger (wide or tall).

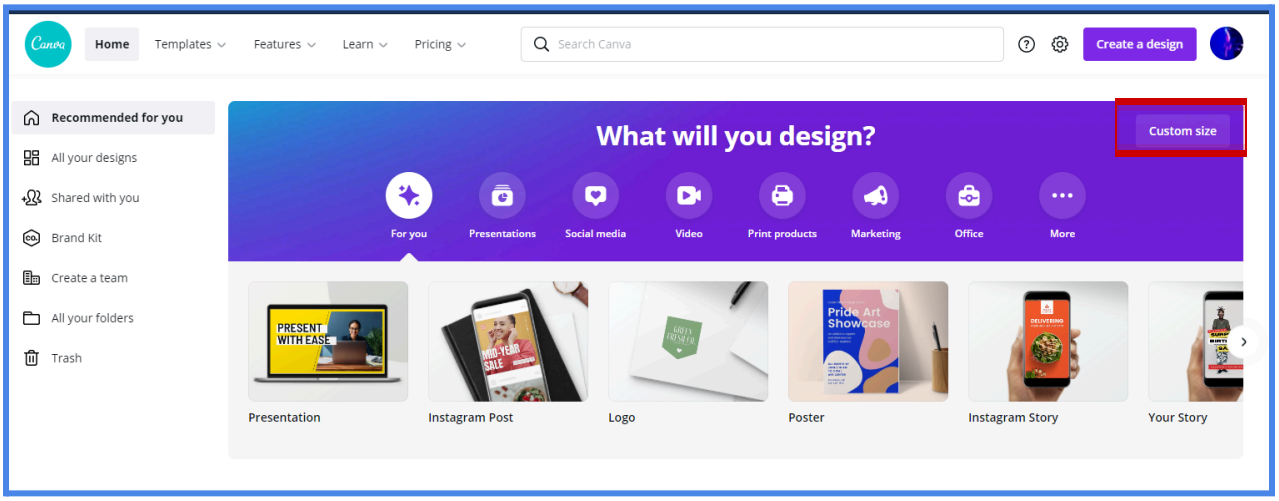
6) To ensure this is the size for all these kinds of images on the template, we can repeat these steps with one or more photos. If you do this, you should be able to confirm this is the right size for all project images on the template.

7) Since this is the case, we want to ensure the images we will replace them with are the same size. For this, follow the steps below to resize your images.

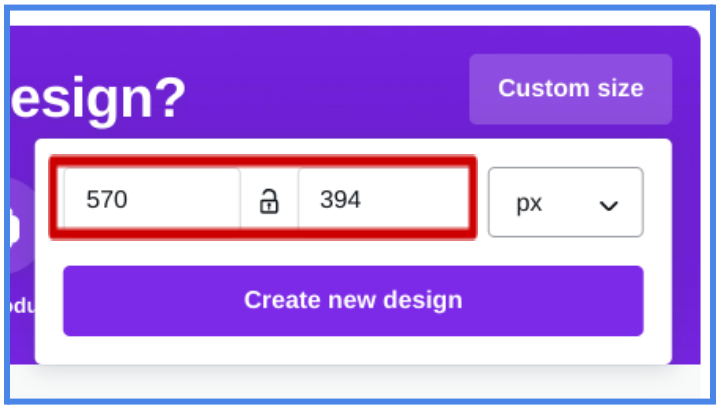
Resize Photos with Canva

You can resize images with various tools, see here. An easy way to resize images is to use Canva. You can create a free account and make a custom sized canvas. For this template, we want the images to be **570 x 394 (width x height)**.

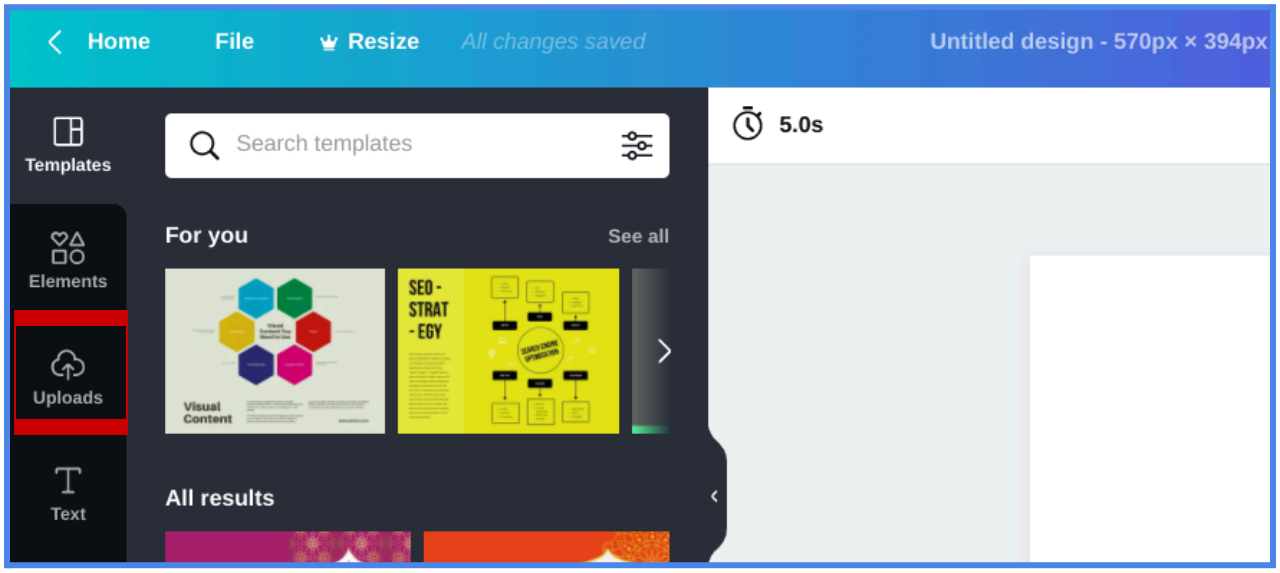
1) Create a custom size canvas by selecting **Custom size**



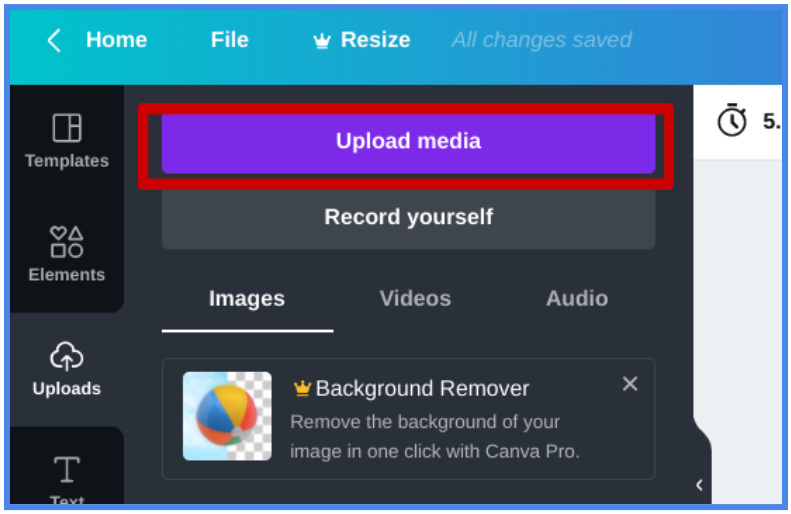
2) Enter the dimensions the template uses for its photos: **570** and **394**, then click **Create new design**. (Make sure “px” is selected, this means pixels.)



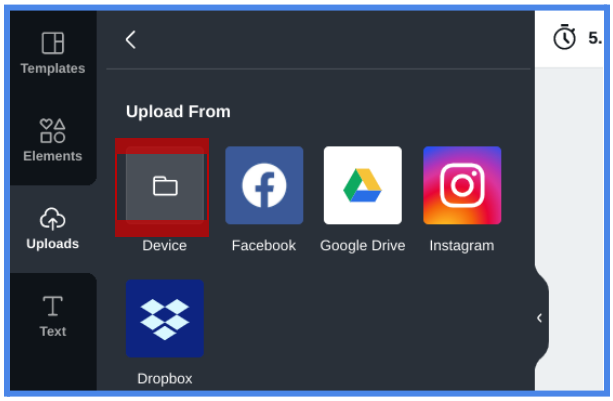
3) Now that you have the right size canvas, you can paste your image on it and size it to the canvas. First, select **Uploads**



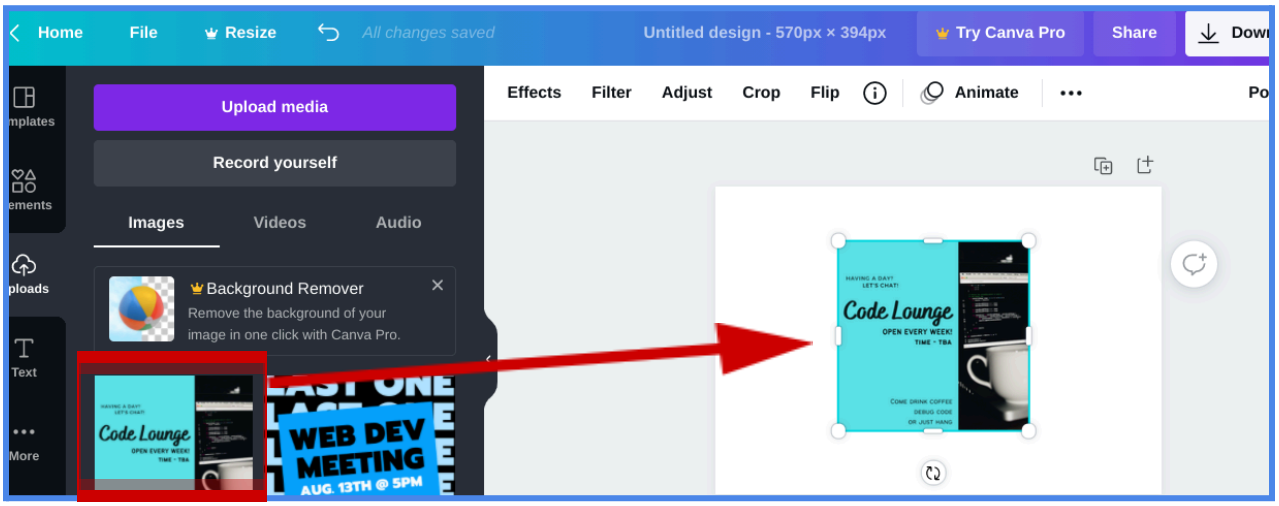
4) Select **Upload media**



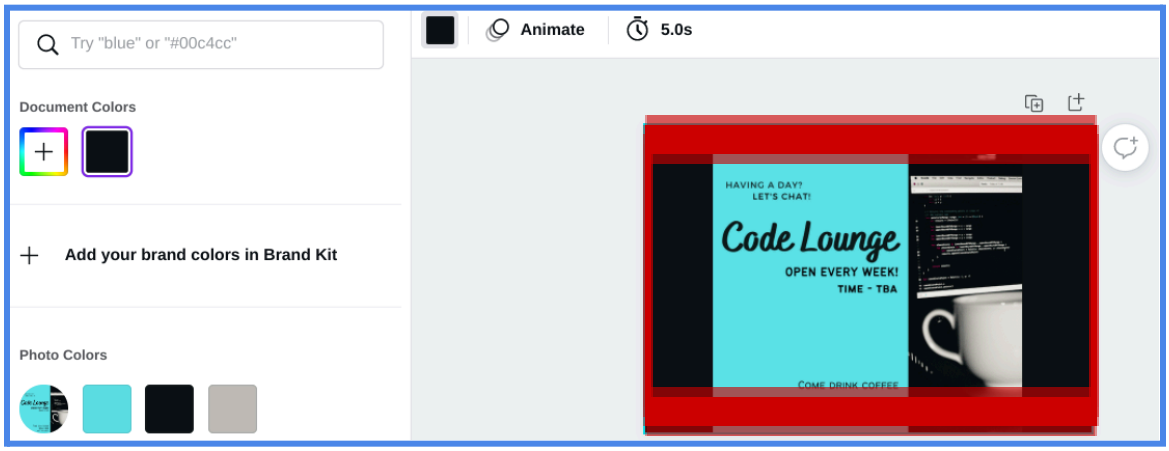
5) Choose where you want to upload images from. Most of the time, it will probably be images you have on your computer, so you can select **Device** and choose the images you want.



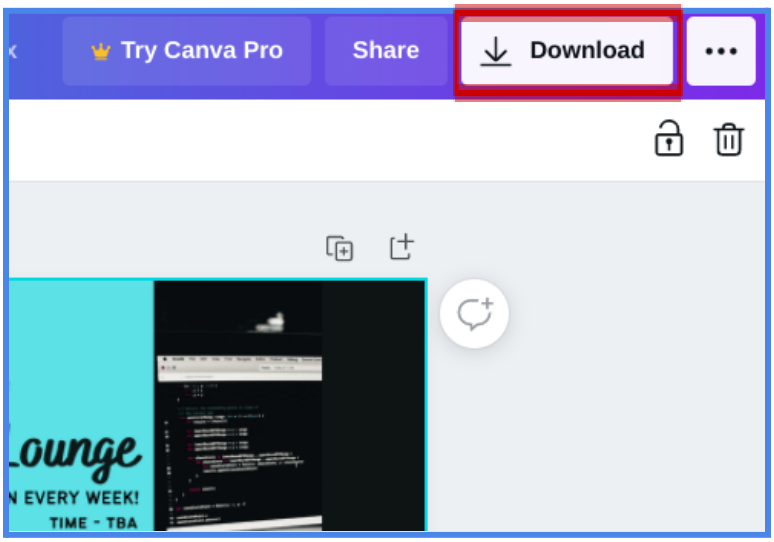
6) Once you have uploaded the image(s) you want, they should appear in that side panel under the Uploads section. You can then **drag and drop** an image onto the canvas.



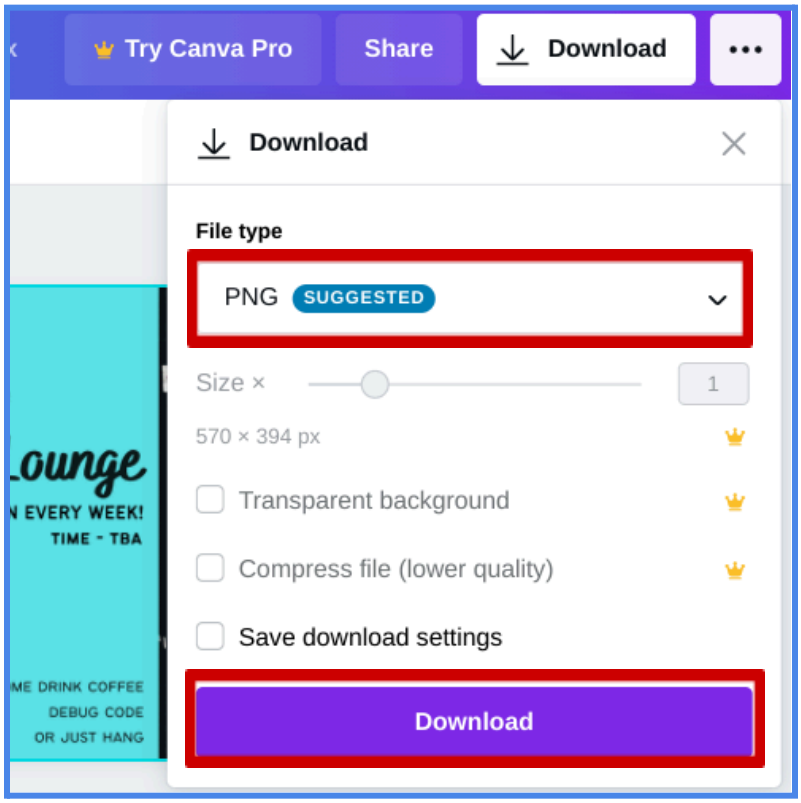
7) **Resize** your image as needed, and if there is extra space left, you can decide what to do with the background. One thing you can do is **fill in the remaining space** with a color like below. For more things you can do with Canva, see here.



8) Once you are finished, click **Download**

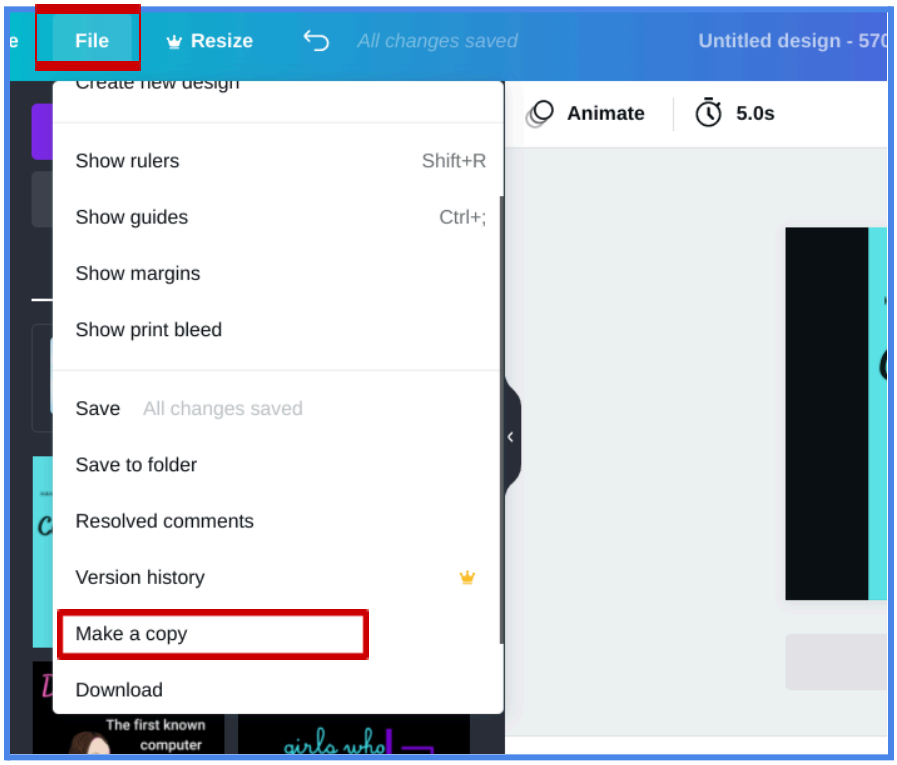


9) Click the “File Type” drop down and select **PNG** (this is higher quality than JPG).

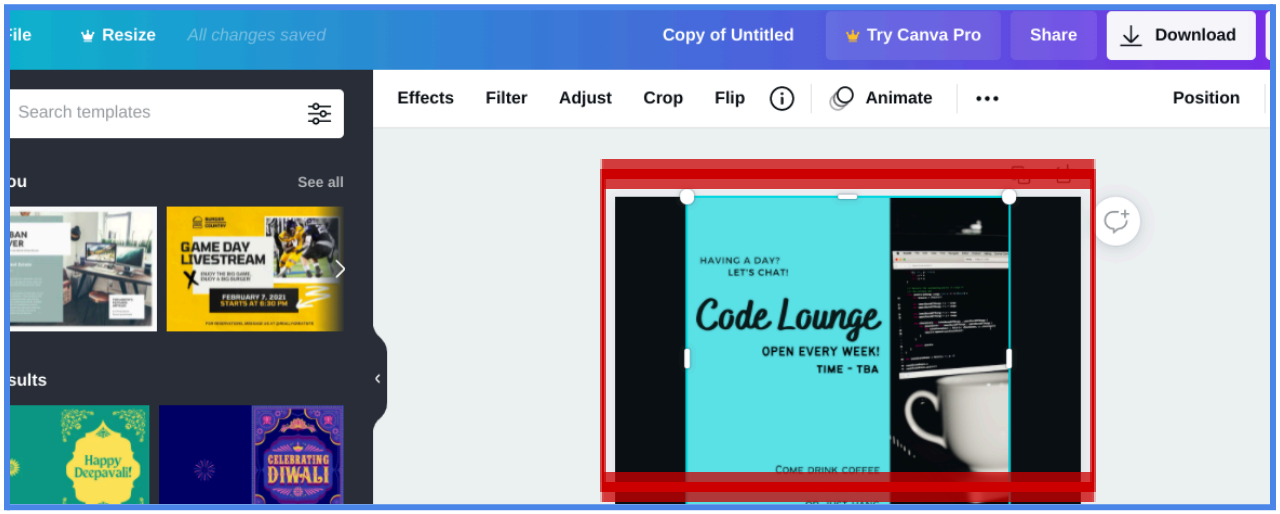


10) Click **Download**, then choose where you want to save the image and what name it.

11) Now you can either repeat these steps or select **File** and scroll down to **Make a Copy**. This will make a copy of the canvas you just created.



12) With the copy, you can select the current image, delete it, and add a new one.



Once you have all your images saved locally with the right sizing, you can **upload them to your project** in GitPod. See how to do that here.

Resizing the Template

I don't recommend resizing the template itself (changing the code for this) in general, but the profile picture is an easier one to resize if needed. If you need to change the size of the profile pic to fit the image you want to use, that line is listed below and is located in the templatemo-style.css file.

Profile Pic

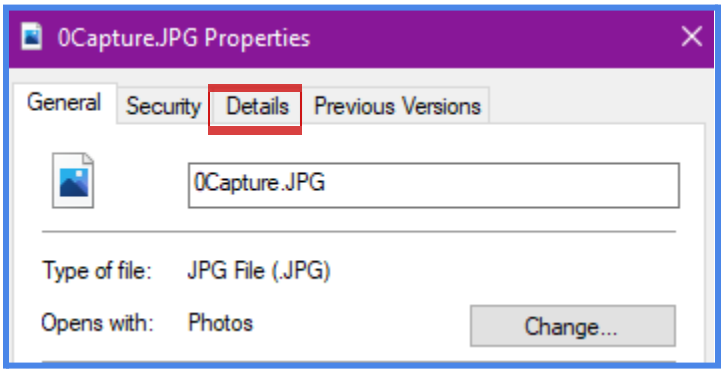
- ☐ Line 138: `Can change profile image size`

  You can look at the properties of your photo to see what size to make it:

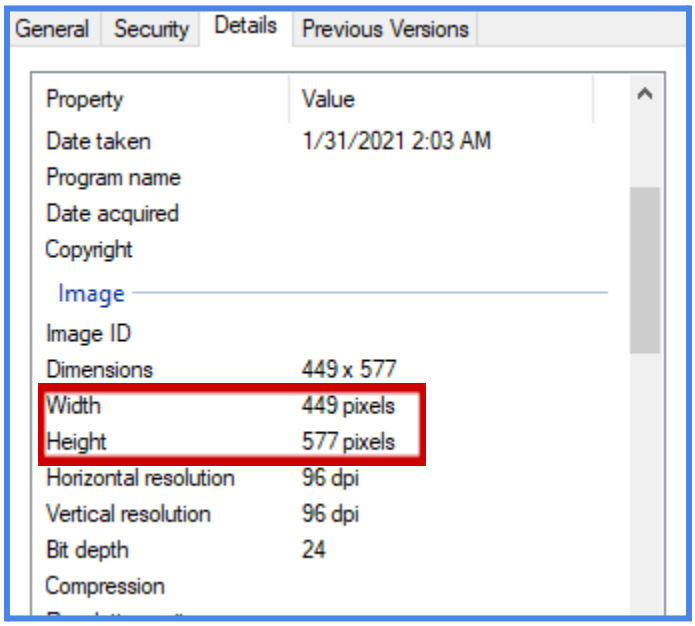
  1) **Right click** on your image

  2) Select **Properties**

  3) Select **Details**



  4) View the **Width** and **Height**



  5) Change the corresponding numbers in the code (Lines 139 and 140)

Comments

Comments have been made in the HTML and CSS file that we will edit.
There are two different types of comments you'll see:

- `<!-- 💛 CHANGE ME 💛 -->`
    - This means we will change the line below, and it specifies exactly which part of the code to change in that line.
- `<!-- ✨ CAN CHANGE ✨ -->`
    - This means you can change this if you would like, but we won't go over it

For these comments, you will see what part of the code to change by the **[ ]**, and inside the brackets, it specifies what to change it to.

Here is an example comment:
`<!-- 💛 CHANGE ME href="[link-to-your-FB-page]" 💛 -->`

In this example, you would find the href= in the code and insert your Facebook link in the " ". **Don't include the brackets in the code.** They are just there to show you where to make changes.

README.md

README files are basically description pages for your project. They are seen on your repo on GitHub but not on your website. These are used to tell people what the project in that repo is about, how you made it, etc. Currently, the repo has a very basic description so that you can make it your own when you create your copy.

This file uses something called Markdown, which is a simple, more readable language. We won't go into changing the README file in this workshop, but you can learn about Markdown here. Feel free to explore the things you can do with this and personalize your README file!

Changes

In this workshop, we will make changes to 2 files: **index.html** and **templatemo-style.css**
The changes we will make are listed out below, along with what line you can find the comment for that change on. If you want to check the boxes as you make the changes, just make a copy of this doc that you can edit (see below).

Make a copy of a file

1. On your computer, open a Google Docs , Sheets , Slides , or Forms home screen.
2. Open the file you want to make a copy of.
3. In the menu, click **File** > **Make a copy**.
4. Type a name and choose where to save it.
   - If you want to copy comments from a document, spreadsheet, or presentation, click **Copy comments and suggestions**. You can choose to include resolved comments and suggestions in your new copy.
5. Click **Ok**.

Let's get started personalizing our portfolio!

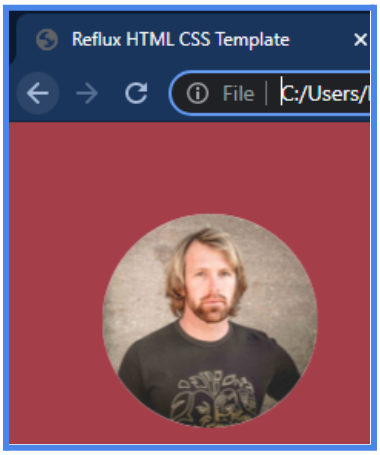
index.html

Metadata

Metadata is essentially information about your data. This will not appear on your site, but it is a good practice to include it for documentation and other purposes.
You can read more about metadata here.

- ☐ **Line 9:** `content="[description of the purpose of this site]"`
- ☐ **Line 11:** `content="[your name]"`

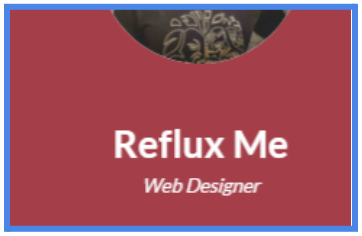
Tab Label and Profile Pic



- ☐ **Line 17:** `<title>[Your Name or Portfolio]<title>`
  This will appear in the tab your site is open in, rather than on the website itself.
  You could put your name or something like "My Portfolio" here.
  If your profile picture looks distorted, it is likely a size issue, see here.

- ☐ **Line 42:** `src="assets/images/[your-profile-pic]”`

Name and Occupation/Descriptor Words



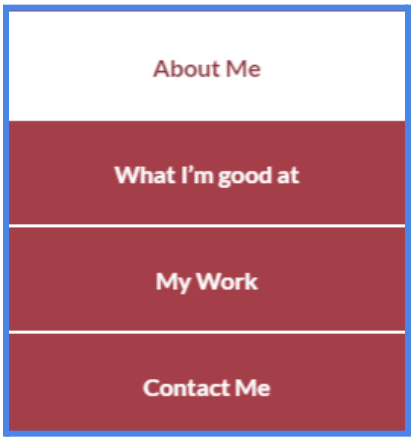
- [ ] **Line 46:** `<h4>[Your Name]</h4>`
  Please note: You do not need to put your full name anywhere online if you don't want to.
  You can put your first name and last initial, or any combination of names and initials.
  On a resume, you should have your full name (first and last), but you do not need to have it online on a portfolio or on sites like LinkedIn.

  You don't need your resume on a portfolio either (contrary to many online suggestions). Resumes typically contain a lot of more sensitive or private data that you should not share publicly. These should only be shared on applications, in person with potential employers, or on sites like LinkedIn if you have the proper security settings.

  Side note: If you're interested in getting a LinkedIn account, see here. There are also security measures you can take to keep certain things on your LinkedIn profile more private, see more here. This is something you should consider with any profile you have on any platform.

- [ ] **Line 48:** `<span>[Your status or occupation]</span>`
  This could be as simple as "Student", or more detailed like "Student Developer."
  If you are currently working a job or internship you'd like to associate yourself with, you could use your job title here. The key is to use descriptors that shape an image of who you are. If you're searching for a job, you can try to highlight something about yourself that you think hiring managers would like to see for that position.

Sidebar Menu



- [ ] **Line 54:** `<a href="#section2">[My Skills]</a>`
  We are changing this to "My Skills", but you could change this to anything you'd like. Just note this section will be edited to contain skills/strengths in the later sections.

- [ ] (optional) **Lines 53-57:** You can change names of other menu options as well

Social Media Links



This is an area for you to put any social media links you'd like on your site. If you don't have accounts on any of these particular platforms, there are two options:

1) **Delete** that icon
   For example, if you wanted to remove the Facebook icon, you would delete the following code:

```
<li>
    <!-- 💛 CHANGE ME href="[link-to-your-FB-page]" 💛-->
    <a href="https://fb.com/templatemo"
      ><i class="fa fa-facebook"></i
     ></a>
  </li>
```

2) **Change** the icon to a platform you do use
   For example, if you wanted to change the Facebook icon to GitHub, see below.
   On Line 65, you would change: `<i class="fa fa-facebook"></i>`
   To be: `<i class="fa fa-github"></i>`

Please Note: Only list platforms where you keep your accounts professional.
If you don't have a LinkedIn account, that is definitely recommended for the future, see here.
You should have a GitHub Account from participating in this workshop, so that is something I would recommend including as well. This is a great way to show employers your projects.

- [ ] **Line 63:** `href="[link-to-your-FB-page]"`

- [ ] **Line 69:** `href="[link-to-your-Twitter-page]"`

- [ ] **Line 73:** `href="[link-to-your-LI-page]"`

- [ ] **Line 77:** `href="[link-to-your-IG-page]"`

- [ ] **Line 81:** `href="[link-to-your-YT-page]"`

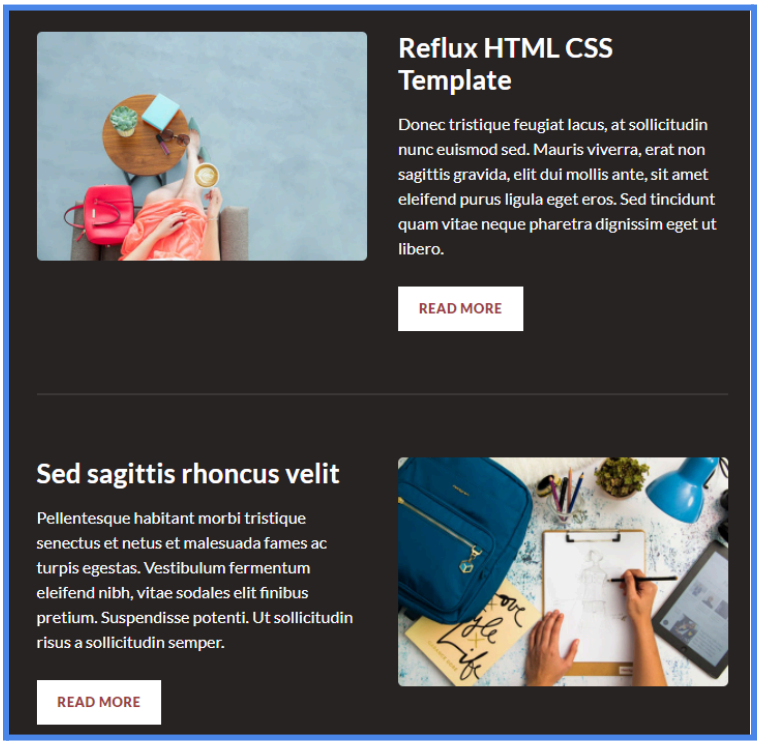
About Me



- [ ] (optional) **Line 96:** `<h2>[Your main title or welcome msg]</h2>`
  If you want to say "Welcome" or "Hi there," you can change this, but just keep in mind you need to change the sidebar menu option to match or be related.

- [ ] **Line 99:** `<span>[Short blurb about you, two sentences max]</span>`
  On a resume, you usually have space to include a statement of purpose. This is kind of like your quick pitch, why you? Try to keep this short and to the point.

Project Highlights



Here you will pick two projects or experiences to highlight at the top of your website.
The READ MORE buttons will link to areas at the bottom of the website where you can expand on these project descriptions or experiences. For the highlights, you want to pick 1 image, a title, and a short description.

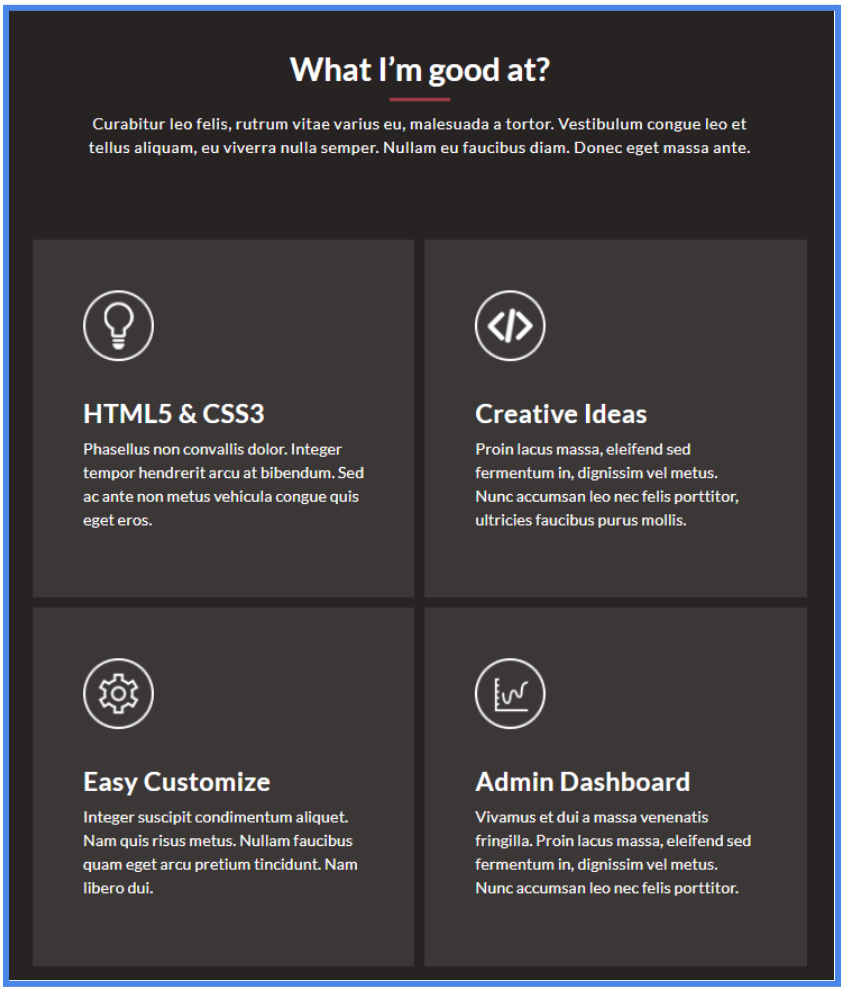
Project 1

- [ ] **Line 109:** `src="assets/images/[image-for-project-or-assignment-#1]"`
- [ ] **Line 115:** `<h4>[Project or assignment title #1]</h4>`
- [ ] **Line 117:** `<p>[Project or assignment description #1]</p>`

Project 2

- [ ] **Line 136:** `<h4>[Project or assignment title #2]</h4>`
- [ ] **Line 138:** `<p>[Project or assignment description #2]</p>`
- [ ] **Line 153:** `src="assets/images/[image-for-project-or-assignment-#2]"`

Skills Section



Here we will pick 4 skills or strengths to highlight and briefly describe them.

- [ ] **Line 165:** `<h2>[match name chosen at line 54]</h2>`
  Change the section title to what you chose for the sidebar menu option earlier.

- [ ] **Line 168:** `<span>[optional general statement about your strengths]</span>`

This section is a good opportunity to give a brief overview of your skills in general.
If you don't want this description, you can remove it by deleting the following code:

```
<!-- 💛 CHANGE ME <span>[optional general statement about your strengths]</span> 💛 -->
<span>
      Curabitur leo felis, rutrum vitae varius eu, malesuada a tortor. Estibulum congue leo et tellus aliquam, eu viverra nulla semper.Nullam eu faucibus diam. Donec eget massa ante.
</span>
```

Service Icons

The easiest option, and the one we will use in this workshop, is to **pick strengths or skills that could relate to the current icons**. You can always change these later.
Changing these (in Lines 178-220) will involve changes in the CSS file rather than the HTML file because of the way the template is set up. In templatemo-style.css, you can find the corresponding name. For example, when changing the first icon, you'd look for first-service-icon, and changing the second icon, you'd look for second-service-icon.

You will see one section for the regular icon and one for when hovering over the icon.
They currently change to a different color of the same icon. If you do not want to have two colors, you can remove the hover section.

Here is how to change the first icon:

In **index.html**:

- ☐ **Line 178:** You should see `class="first-service-icon service-icon"`

In **templatemo-style.css**:

- ☐ (optional) Line 444: `background-image: url(../images/[first-white-icon.png]);`
- ☐ (optional) Line 448: `background-image: url(../images/[first-main-icon.png]);`
- ☐ (optional) For the other service icons in Lines 192-220, repeat these steps in their corresponding lines in the CSS file.

Skill 1

- ☐ **Line 180:** `<h4>[strength #1]</h4>`
- ☐ **Line 182:** `<p>[short description of how you have strength #1]</p>`

Skill 2

- ☐ **Line 194:** `<h4>[strength #2]</h4>`
- ☐ **Line 196:** `<p>[short description of how you have strength #2]</p>`

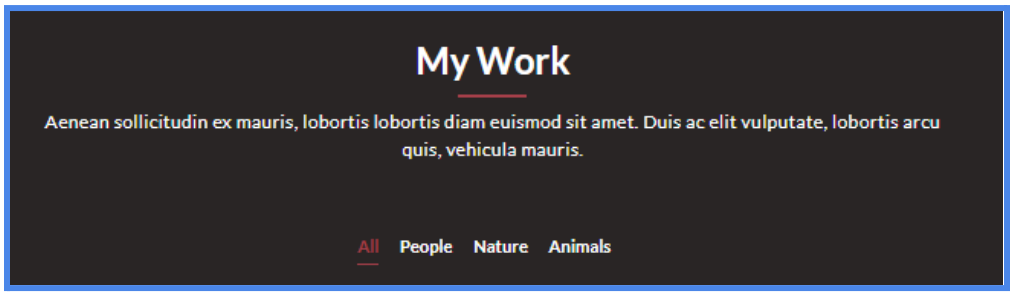
Skill 3

- [ ] **Line 208:** `<h4>[strength #3]</h4>`
- [ ] **Line 210:** `<p>[short description of how you have strength #3]</p>`

Skill 4

- [ ] **Line 222:** `<h4>[strength #4]</h4>`
- [ ] **Line 224:** `<p>[short description of how you have strength #4]</p>`

My Work Section with Categories



Here you can give an overview of the kind of work you've done that you'll showcase images for below. You can also choose categories to list based on the work you show here. You will then include category labels for the images you upload. Those images will then be displayed when choosing "All" or their proper category.

Description of Work

- [ ] **Line 241:** `<span>[short description of things you've worked on]</span>`

Category 1

- [ ] **Line 261:** `data-type="[match your category name below]"`
- [ ] **Line 267:** `<span>[Pick a category tag]</span>`

Category 2

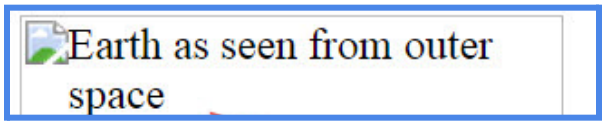
- [ ] **Line 271:** `data-type="[match your category name below]"`
- [ ] **Line 277:** `<span>[Pick a category tag]</span>`

Category 3

- [ ] **Line 281:** `data-type="[match your category name below]"`
- [ ] **Line 287:** `<span>[Pick a category tag]</span>`

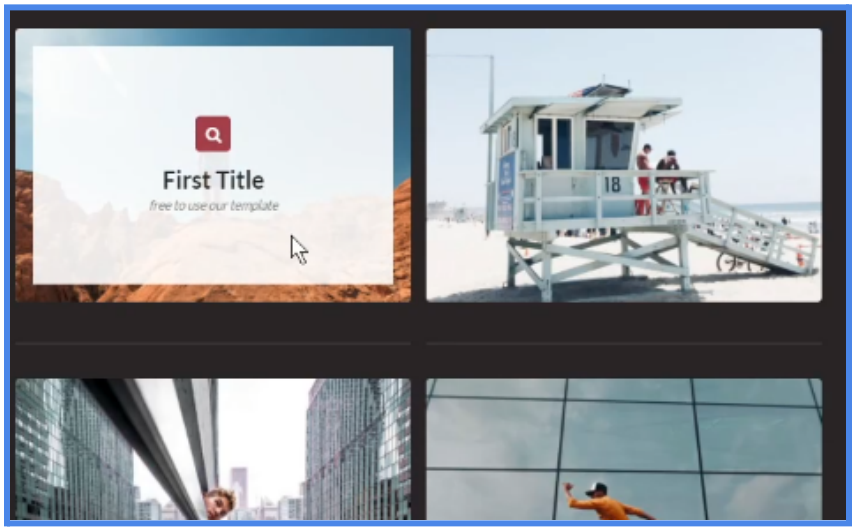
Images for Projects or Experiences

With image tags, you will see something that says `alt=“”`. This is where you can specify an alternative label for the image in case it fails to load. See an example below.



This is also something screen readers can see to help describe the image to though with visual impairments. Though it’s not listed as an extra step in the following section, you should always add this to each image. Keep alt labels relatively short and specific to what the image shows.





When hovering over the images, there is a search icon that you can click to view the image a bit larger. There is also a title and short sentence or few words about the image. You will change these according to the work you are showcasing.

Image 1

- [ ] **Line 292:** `data-type="[match your one of your category names from before]"`
- [ ] **Line 295:** `src="assets/images/[image of your work #1]"`
- [ ] **Line 301:** `href="assets/images/[image of your work #1]"`
- [ ] **Line 308:** `<h4>[Title of work #1]</h4>`
- [ ] **Line 310:** `<h4>[Short description/words for work #1]</h4>`

Image 2

- [ ] **Line 316:** `data-type="[match your one of your category names from before]"`
- [ ] **Line 319:** `src="assets/images/[image of your work #2]"`
- [ ] **Line 325:** `href="assets/images/[image of your work #2]"`
- [ ] **Line 332:** `<h4>[Title of work #2]</h4>`
- [ ] **Line 334:** `<h4>[Short description/words for work #2]</h4>`

Image 3

- [ ] **Line 340:** `data-type="[match your one of your category names from before]"`
- [ ] **Line 343:** `src="assets/images/[image of your work #3]"`
- [ ] **Line 349:** `href="assets/images/[image of your work #3]"`
- [ ] **Line 356:** `<h4>[Title of work #3]</h4>`
- [ ] **Line 358:** `<h4>[Short description/words for work #3]</h4>`

Image 4

- [ ] **Line 364:** `data-type="[match your one of your category names from before]"`
- [ ] **Line 367:** `src="assets/images/[image of your work #4]"`
- [ ] **Line 373:** `href="assets/images/[image of your work #4]"`
- [ ] **Line 380:** `<h4>[Title of work #4]</h4>`
- [ ] **Line 382:** `<h4>[Short description/words for work #4]</h4>`

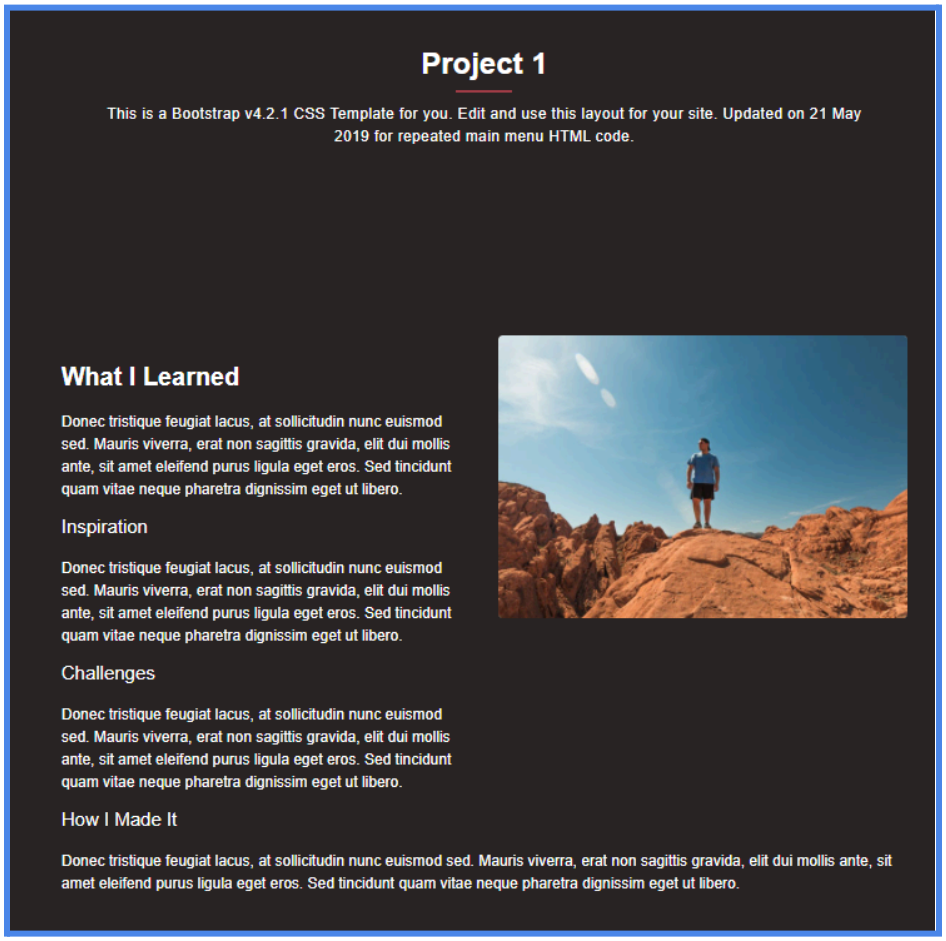
Image 5

- [ ] **Line 388:** `data-type="[match your one of your category names from before]"`
- [ ] **Line 391:** `src="assets/images/[image of your work #5]"`
- [ ] **Line 397:** `href="assets/images/[image of your work #5]"`
- [ ] **Line 404:** `<h4>[Title of work #5]</h4>`
- [ ] **Line 406:** `<h4>[Short description/words for work #5]</h4>`

Image 6

- [ ] **Line 412:** `data-type="[match your one of your category names from before]"`
- [ ] **Line 415:** `src="assets/images/[image of your work #6]"`
- [ ] **Line 421:** `href="assets/images/[image of your work #6]"`
- [ ] **Line 428:** `<h4>[Title of work #6]</h4>`
- [ ] **Line 430:** `<h4>[Short description/words for work #6]</h4>`

Project 1 Section



Here you can expand upon your first highlighted project. **One of the most important things for getting any job you want is being able to talk about your experiences and things you worked on.** A few different titles have been included to help you brainstorm what to include for discussing this project. You can include the same photo that was used for the project highlight earlier, or you can add a new one. Sometimes it's nice to have a more general image as a highlight and a more specific image in an expansion section.

Side note: If you worked on a project with others, you can change "I" to "We" in certain places. However, make sure you still showcase what *you* did. Note your contributions to the group.

Title & Overview

- [ ] **Line 444:** `<h2>[your highlighted project title]</h2>`
- [ ] **Line 447:** `<span>[overview of your project]</span>`

What I Learned

- [ ] **(optional) Line 457:** `<h4>[title of info about the project]</h4>`
- [ ] **Line 459:** `<p>[description of info for this title]</p>`

Inspiration

- [ ] **(optional) Line 467:** `<h4>[title of info about the project]</h4>`
- [ ] **Line 469:** `<p>[description of info for this title]</p>`

Challenges

- [ ] **(optional) Line 477:** `<h4>[title of info about the project]</h4>`
- [ ] **Line 479:** `<p>[description of info for this title]</p>`

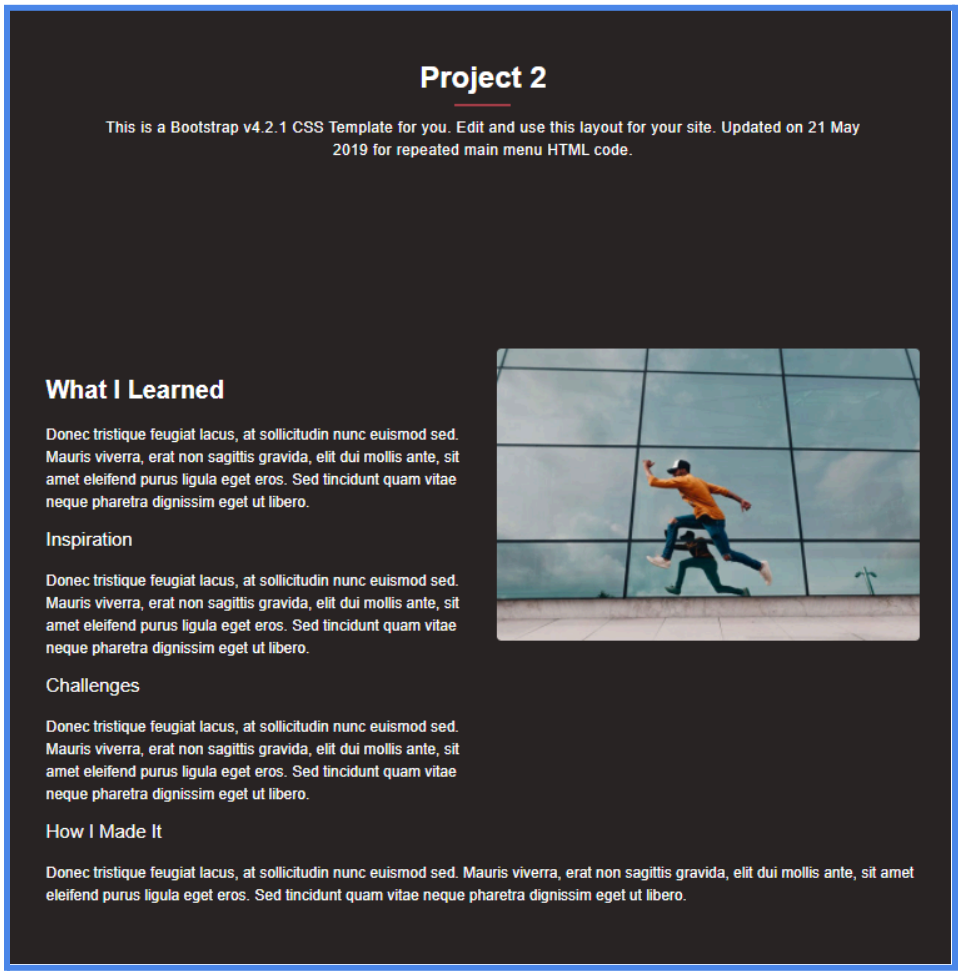
How I Made It

- [ ] **Line 491:** `src="assets/images/[image-for-project-or-assignment-1]"`
- [ ] **Line 499:** `<p>[description of info for this title]</p>`

Project Image

- [ ] **(optional) Line 497:** `<h4>[title of info about the project]</h4>`

Project 2 Section



Here you can expand upon your second highlighted project.

Side note: If you worked on a project with others, you can change "I" to "We" in certain places. However, make sure you still showcase what *you* did. Note your contributions to the group.

Title & Overview

- ☐ **Line 516:** `<h2>[your highlighted project title]</h2>`
- ☐ **Line 519:** `<span>[overview of your project]</span>`

What I Learned

- ☐ **(optional) Line 530:** `<h4>[title of info about the project]</h4>`
- ☐ **Line 532:** `<p>[description of info for this title]</p>`

Inspiration

- ☐ **(optional) Line 540:** `<h4>[title of info about the project]</h4>`
- ☐ **Line 542:** `<p>[description of info for this title]</p>`

Challenges

- [ ] **(optional) Line 550:** `<h4>[title of info about the project]</h4>`
- [ ] **Line 552:** `<p>[description of info for this title]</p>`

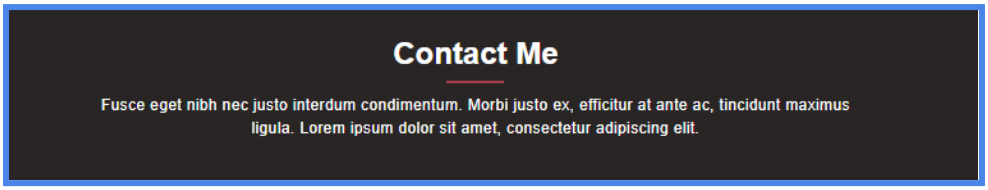
How I Made It

- [ ] **Line 564:** `src="assets/images/[image-for-project-or-assignment-2]"`
- [ ] **Line 570:** `<p>[description of info for this title]</p>`

Project Image

- [ ] **(optional) Line 568:** `<h4>[title of info about the project]</h4>`

Contact Me Section



- [ ] **Line 530:** `<span>[short description or message - see guide]</span>`
  Change this to be a short description of how best to get in touch with you.

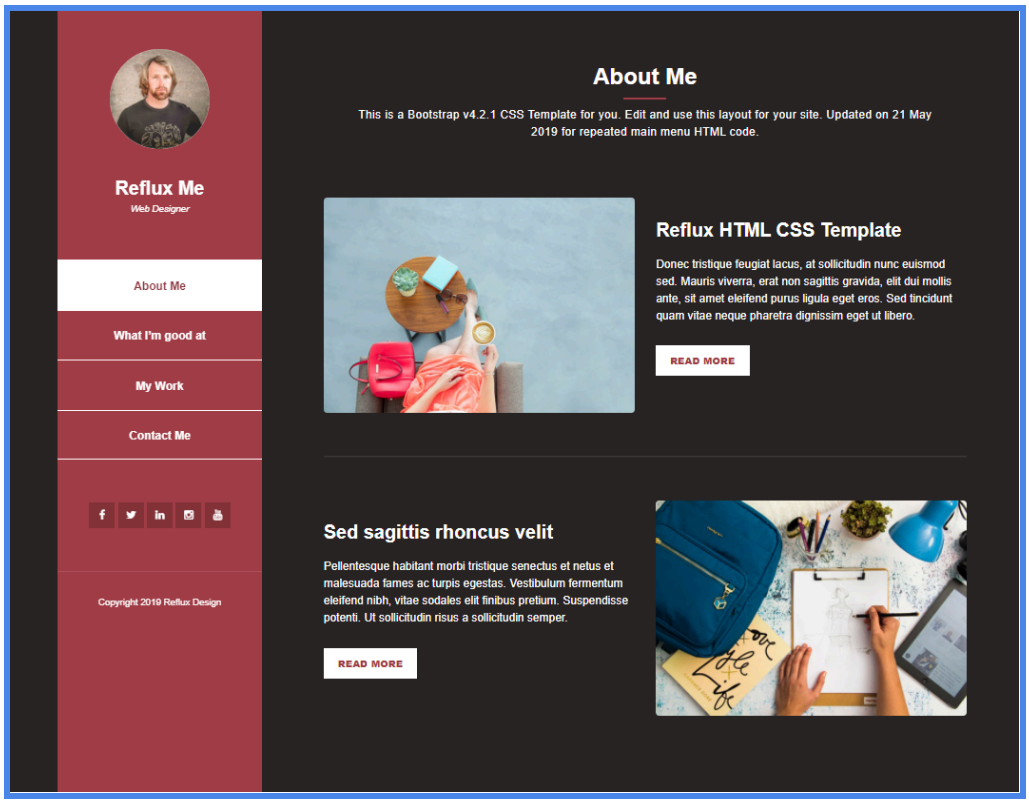
  DO NOT give out personal information like phone numbers, addresses, etc.
  A suggestion to keep things less personal for something that is public is to say something like: "Connect with me on social media through the links on the left side panel. Check out my YouTube channel where I put out content every Friday!"

  Side note: If you want to have a phone number that you can use online when certain things require a phone number (even job applications), without giving your personal cell phone number, you can get something called a Google Voice number. Read more about that here. See more on how to set it up here.

🛑 **STOP**
That's it for HTML today!
The rest of the HTML file is Javascript (JS), which basically controls all the effects (like button clicks, viewing images when clicking them, etc.) That is why you will see the following statement in the code. We won't go over this in our workshop, but if you want to know more about JS, you can read about it here.

✋ **Line 543:** `Don't worry about this section below.`

templatemo-style.css (assets/css/templatemo-style.css)



Colors
To choose colors, you can hover over the current color option and see a color picker pop up. You can then select different colors and shades. Please note that currently all text and lines are a light color, so the easiest thing is to choose darker colors for the background. If you want to switch to a light background, that is okay too! That just means you will need to change the colors of many more pieces in the code that we won't cover in this workshop. This is a great way to learn about CSS and how the template works if you want to explore though!

An important thing to consider with colors is accessibility. You can learn more about the best color combinations and how they make your site more accessible here. Learn more about color contrast decisions here as well.

Main Background

- ☐ **Line 16:** `Choose a background color for the main area of the site`

Sidebar Background

- ☐ **Line 226:** `Choose a background color for the side panel`

Other
Below is an example of changing colors for a smaller piece, in this case, paragraph text color.

- ☐ (optional) **Line 42:** `Can choose color of paragraph text`

You can change the colors of many things like section dividers, buttons, etc. Though they are not all commented on in the template, as you learn to relate the CSS selectors to the labels in the HTML file, you can change their color values. To learn more, see here. Also, see the section on HTML and CSS above.

🛑 **STOP**
That's it for CSS today!