



Portals

Portals are personalized websites for specific audiences in Slate.

They provide a secure place for people to access information, complete tasks, and interact with your institution.

Portals create a streamlined, branded experience for each user.



DIFFICULTY
Beginner



ESTIMATED TIME
7 minutes



CATEGORY
User Experience



1. Why this matters

Portals improve communication, increase transparency, and reduce manual work.

They give users the right information and tools at the right time—while reinforcing your brand and building trust.



Common Audiences

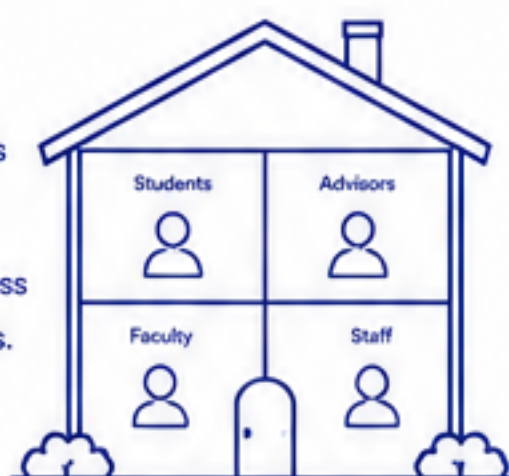
- ✓ Applicants
- ✓ Students
- ✓ Advisors
- ✓ Faculty
- ✓ Staff
- ✓ Alumni
- ✓ Parents/Guardians
- ✓ And more!



2. Think of it like...

Portals are like front doors to different rooms in your house.

Each door (portal) gives the right people access to what they need—nothing more, nothing less.



3. The Big Picture

- Portals deliver a tailored experience by putting the right information, tasks, and next steps in one place.



Example: A student logs in to the Student Portal to check their checklist, submit documents, and see important messages.



4. Common Misconceptions

- Portals are the same as websites. (Websites are public; portals require login and are user-specific.)
- All users see the same thing. (Content is role- and audience-based.)
- Portals are only for students. (You can build portals for any audience.)
- Portals are hard to customize. (Slate makes it easy with layouts, pages, and widgets.)



5. Key Takeaways

- ✓ Portals provide secure, personalized experiences.
- ✓ They help users complete tasks and stay informed.
- ✓ Each portal is designed for a specific audience.
- ✓ Use pages, widgets, and layouts to tailor the experience.
- ✓ Great portals improve engagement and save time for everyone.



Portal Capabilities

- 🌐 Share information and announcements
- ☑ Collect data and documents
- 👤 Guide users through tasks and processes
- ✉ Send messages and alerts
- 📊 Display status, data, and key updates
- 🔒 Create a branded, secure experience



Best Practices

- ✓ Keep it simple and user-focused.
- ✓ Organize information clearly by topic.
- ✓ Keep frequently used items easy to find.
- ✓ Limit tabs to what users need.
- ✓ Keep portals organized in bins.
- ✓ Review and update regularly.
- ✓ Test the user experience.



Next Concepts

- ➔ Pages & Widgets
- ➔ Security & Permissions
- ➔ Tasks
- ➔ Forms
- ➔ Events
- ➔ Announcements

