How to Connect Your E-portfolio to Google Analytics

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Please follow these instructions to connect your e-portfolio to Google Analytics!

Keep in mind that you will not receive data for the first 24 to 36 hrs.

1. Log in to the community site at community.mis.temple.edu/"your site"

2. Next, go to the ‘Settings’ submenu of your site dashboard-> ‘Google Analytics.’

3. The menu will look like this – Notice the Site Tracking code.
Obtain the Site Tracking Code/UID/ UA-*** code from the next step and enter it here and hit save changes.
3. In order to use GA, you will need a Gmail account.

YOUR TEMPLE E-MAIL ADDRESS WILL NOT WORK FOR THIS PART OF THE PROJECT.

If you already have a Gmail account, you may skip this step and continue with Step 4.

a. Go to [Gmail.com](http://gmail.com) and hit the ‘Create an Account’ button in the top right corner
b. Fill out all required fields and set up your new Gmail account

4. With your new Gmail account in hand, navigate to [www.google.com/analytics](http://www.google.com/analytics).
   a. Click on either “Sign in” or “Create an account.”
b. Sign in with your Gmail address and password.

c. Hit the big, grey “Sign up” button on the right.
5. You will be directed to the “Create New Account” screen.

Create New Account
Please enter the URL of the site you wish to track, and assign a name as it should appear in your Google Analytics reports. If you’d like to track more than one website, you can add more sites once your account has been set up.

General Information
- Account Name
- Website’s URL: [http://community.mia.temple.edu/immouse/]
- Time zone: United States (GMT-08:00) Pacific Time

Data Sharing Settings
- Do not share my Google Analytics data
- Share my Google Analytics data:
  - With other Google products only
  - Anonymously with Google and others

a. Fill in:
   i. The ‘Account Name’, e.g. ‘John Smith E-portfolio’.
   ii. The ‘Website’s URL’ i.e. the URL of your E-portfolio’s Welcome page.
      1. Select ‘http://’ from the drop down menu.
      2. Copy your URL and paste it into the second field WITHOUT ‘http://’
b. Check the box below to agree to the terms and conditions and click ‘Create Account’.

6. You should be on your ‘Tracking Code’ page now within GA. This is where you get the ‘UID’ that you need to connect to your e-portfolio. 
(As you may have noticed by now, I had to name my account Mickey Mouse because there is only one real Mickey Mouse and he is in Disney World 😊!)

a. Copy the ‘Tracking ID’ including “UA”
   i. Notice that the ‘Tracking ID’ is equal to the ‘UID’!
7. Go back to your GA account
   a. The ‘Tracking Status’ will most likely read: “Tracking not installed.”
      Give it at least 24 hours and you should receive data
   b. You can leave the option “What are you tracking?” as is (‘A single domain’).

   Website Tracking
   Property Name: Mickey Mouse E-portfolio
   Website URL: http://community.mis.temple.edu/mmouse/
   Tracking Status: Tracking Not Installed
   Last checked: Apr 20, 2012 11:20:10 AM PDT
   The Google Analytics tracking code has not been detected on your website’s home page. For Analytic of your website.

   1. What are you tracking?
      • A single domain
        Example: community.mis.temple.edu
      • One domain with multiple subdomains
        Examples: www.mis.temple.edu
                    apps.mis.temple.edu
                    store.mis.temple.edu
      • Multiple top-level domains
        Examples: community.mis.temple.uk
                    community.mis.temple.cn
                    community.mis.temple.fr

   c. Hit the “Save” Button below.
8. Once you begin to receive data, go to the ‘Home’ tab on top in your GA account.

9. Make a screen shot of this page. This is the screen you will need to submit to your professor to prove that you have successfully linked to GA (if applicable to your course).

END