DESN 225 – SPRING 2012 | PORTFOLIO CONTENT

- Samples of your work from the entire span of your academic career
- Your course project work

DESN 225 – SPRING 2012 | PORTFOLIO GUIDELINES

- Choose a paper size for your portfolio that can clearly show your work. Think about how and where you may be required to present your portfolio and choose a paper size and binder that you will feel comfortable handling in a variety of situations.

- Use a quality paper and a professional looking binder of your choice. You could also pay to have it spiral bound at an office supply or copying/printing store. Remember that the first appearance of your portfolio will speak volumes about you even before it is opened. The portfolio will be a major portion of your representation and image during the interview process.

- Plan on developing an electronic version of your portfolio that you can leave with an interviewer, mail with your resume’, or otherwise direct an employer to in your absence. Electronic portfolios on web or CD are an inexpensive way of ensuring that your information can be widely disseminated within an organization. The electronic portfolio can be an abbreviated version of your paper portfolio but it should stand alone and represent you well in your absence. The electronic portfolio can also present content that is impossible to present in a traditional paper portfolio such as video content. There are several tools available for developing electronic portfolios including MS Powerpoint and web browser interpreted HTML.

- All materials in the paper portfolio should be originals except under unusual circumstances where an original may not be available. Prints of digital photographs or scanned versions can be used for items that can’t be inserted as originals. Photocopies should be avoided where possible.

- Each sample of your work in your resume’ should be accompanied by a statement of significance telling the viewer why they should care. This statement should make it clear what you were given to work with and what you had to do to complete the assignment. The idea is to establish you as a problem solver and independent thinker, not just a blind follower. No entry in your resume is trivial if it can help to establish this image.

- Awards and accomplishments, academic or otherwise, are good portfolio items. Just be sure you establish the significance.

- Plan to have about 4 completed portfolio entries from previous courses. First, gather as many previous course projects as possible. Then, we will begin an editing process to only show your very best work in your portfolio. This course’s project will be the fifth entry.