

Haskin—Digital Design—Career Portfolio

Electronic Career Portfolio

Skills: An electronic career portfolio is a purposeful collection of work that tells the story of an applicant including achievements, growth, vision, reflection, skills, experience, education, training, and career goals. It is a tool that gives employers a complete picture of who you are—your experience, your education, your accomplishments—and what you have the potential to become; it is much more than what a mere letter of application and résumé can provide.

Guidelines

Event Specific

- The event is to be specific to the career goals and professional experiences that the student has completed; it is not a showcase of FBLA experiences.
- All information should reflect the student's accomplishments and experiences that have actually occurred.
- The portfolio must include: a résumé and a career summary. The career summary should include career choice, description of career, skills and education required, and future job outlook (e.g., monetary, advancement).

Sample materials also must be included in the portfolio. These samples must include, but are not limited to, the following three (3) items:

- **Career-Related Education:** Describe career-related education that enhances employability. Include a summary of school activities, career research projects, application of business education, and/or related occupational skills and their relationship to job.
- **Educational Enhancement:** Describe educational opportunities that enhance employability. Include career opportunities development planning, summaries of job shadowing, internships, apprenticeships, informational interviews, community service projects, and products developed during these experiences.
- **Examples of Special Skills:** Includes up to five (5) examples of special skills, talents, and/or abilities related to job and career goals. These may be in any format but must fit within the dimensions of the portfolio. Audio and/or video recordings may be included in the portfolio.

Career Portfolio Resume

<https://ashlynnhayes.weebly.com/resume.html>

n To C x | Thomas County Login x | Employability Skills and Car x | email etiquette assignment x | Employability Skills and Car x | 2017-18-BCS-Industry-Cert x | Resum
ne.html

ASHLYNN P. HAYES

460 CEDAR HILL RD.

Objective

To obtain a position in Business

Education

2019-Present Southern Regional Technical College Thomasville, GA

- Program of Study: Core classes with a focus in Business
- Courses: Sociology and U.S History
- GPA: 4.0

2017-Present Thomas County Central High School Thomasville, GA

- College Preparatory Curriculum
- Advanced/Honor Courses
- GPA: 3.875

Experience

June 2019-Present Passe & Posh Thomasville, GA
Owner

- Manage profit outlook
- Create promotions for online and offline audience
- Create original product
- Make decisions based on projected sales
- Communicate effectively with consumers

June 2019 - Present Babysitting Thomasville, GA
Babysitter

- Prepare meals and general cleaning
- Newborn-Toddler
- Follow instructions

Teacher Feedback: 100/100

Your resume should include details about your work experience, education, high school involvement, including office positions and awards received, and volunteer work. This also includes a downloadable version of your resume. You are doing an amazing job and your site is looking great!