

Name _____

Portfolio Checklist

Indicate whether each of the following artifacts is included in the portfolio by placing checks in the boxes of those artifacts that are present.

Overview Section	✓ If Present	Peer Review + Excellent ✓Good -Poor 0 Missing
○ Resume		
○ Mission Statement		
○ Autobiography		
○ Long and Short Term Goals		
○ Educational Career Plan		
○ Job Application		
○ Interims/Report Cards		
○ Transcript		
Technology Skills Section	✓ If Present	
○ Artifact x 2		
○ Reflection x 2		
Thinking Skills Section	✓ If Present	
○ Artifact x 2		
○ Reflection x 2		
Communications Skills Section	✓ If Present	
○ Artifact x 2		
○ Reflection x 2		
Learning Skills Section	✓ If Present	
○ Artifact x 2		
○ Reflection x 2		
Interpersonal Skills Section	✓ If Present	
○ Artifact x 2		
○ Reflection x 2		