



Norman Career Services

Designing a Professional Portfolio

Meet the Team



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Today's Objectives

- What is a Portfolio
- Why have a Portfolio
- Starting a Portfolio
- Designing a Portfolio
- Examples
- How to Use



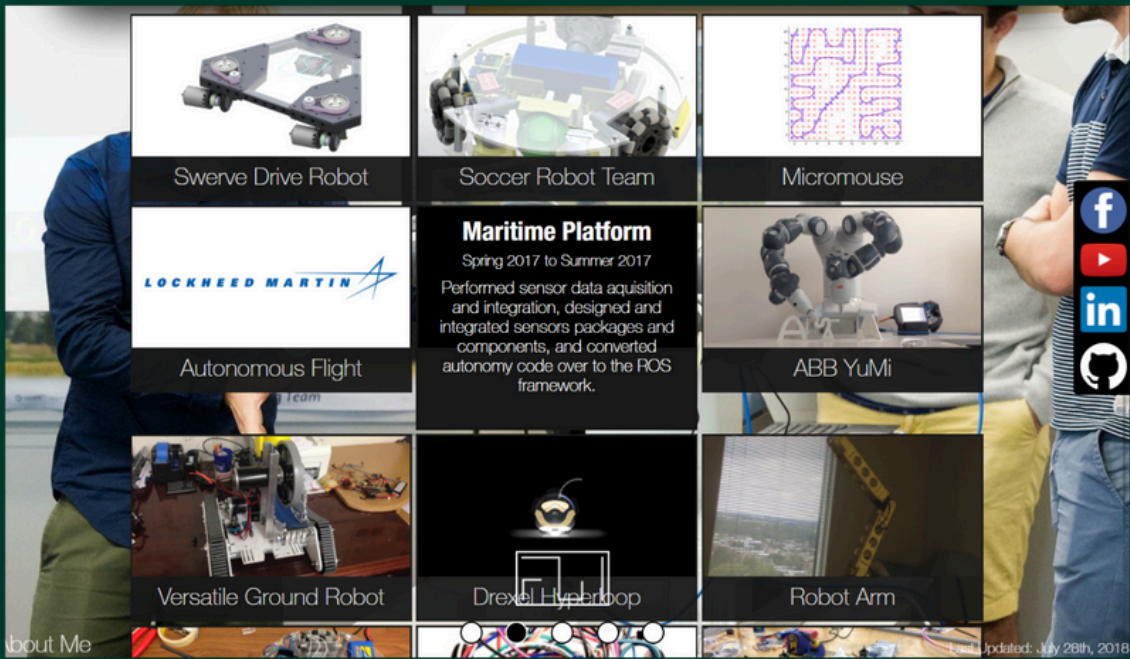
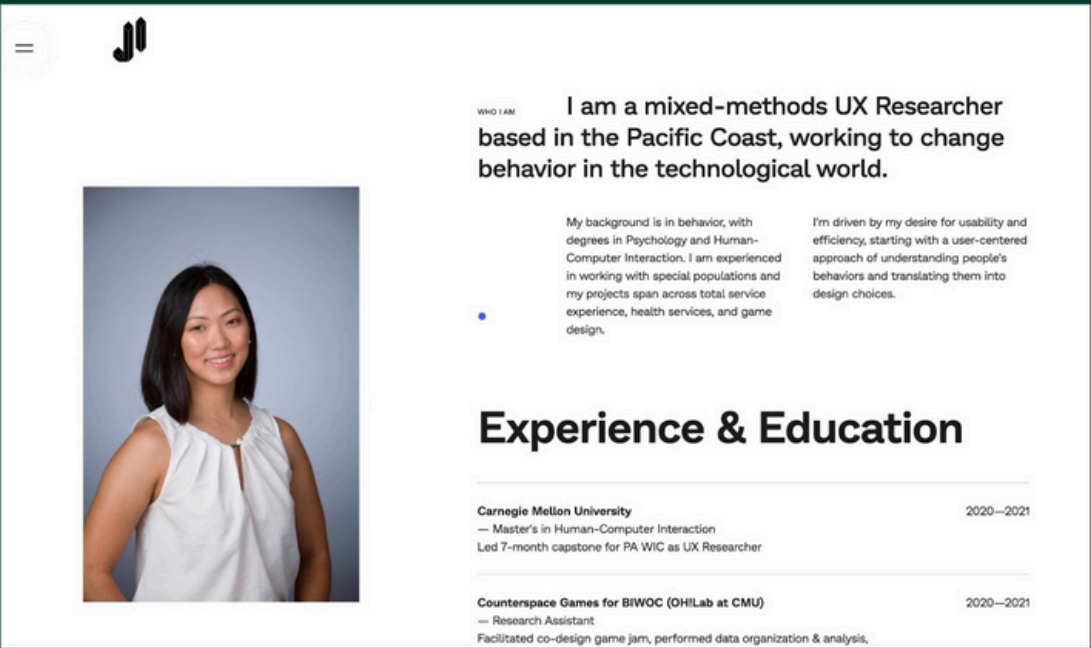
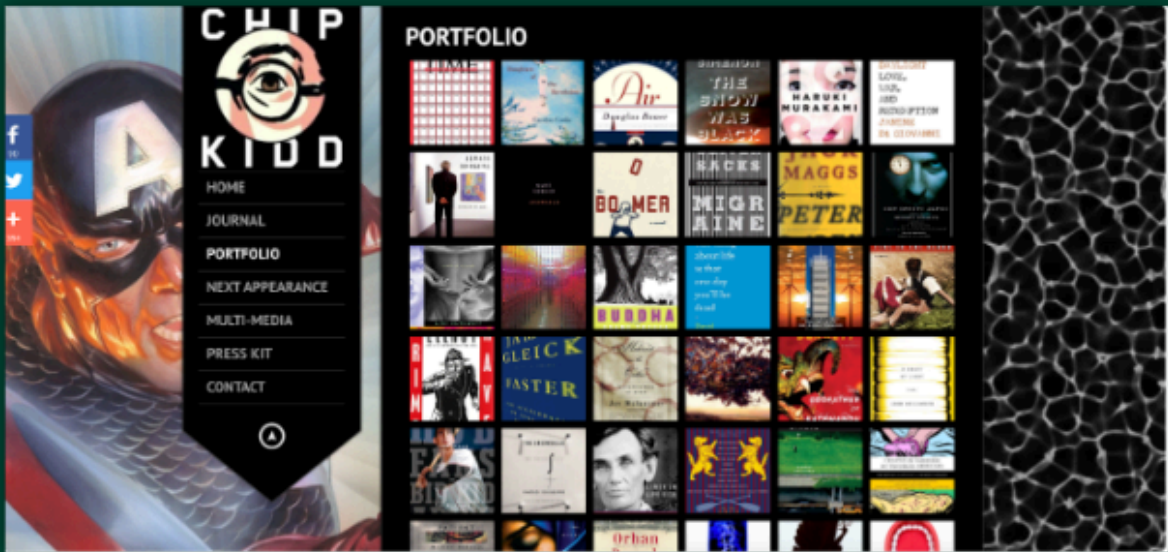
What is a portfolio?



Scan QR Code

What is a Portfolio?

Compilation of work showcasing an individual progress, skills, and achievements



Why have a Portfolio?



Why have a portfolio?



Sets you apart from other applicants.

Multi-faceted way to organize your accomplishments, goals, aspirations, and personal thoughts.

Demonstrates prior work or learning experiences.

Getting Started

Know Your Audience

Who is your target audience?

- Employers, public, clients, students
- Education, marketing, graphics design

What is their target product/service?

- Engineers = past projects, products, patents
- Artists = art work, workshops, class work
- Consultants = past projects, slides



BRAINSTORM

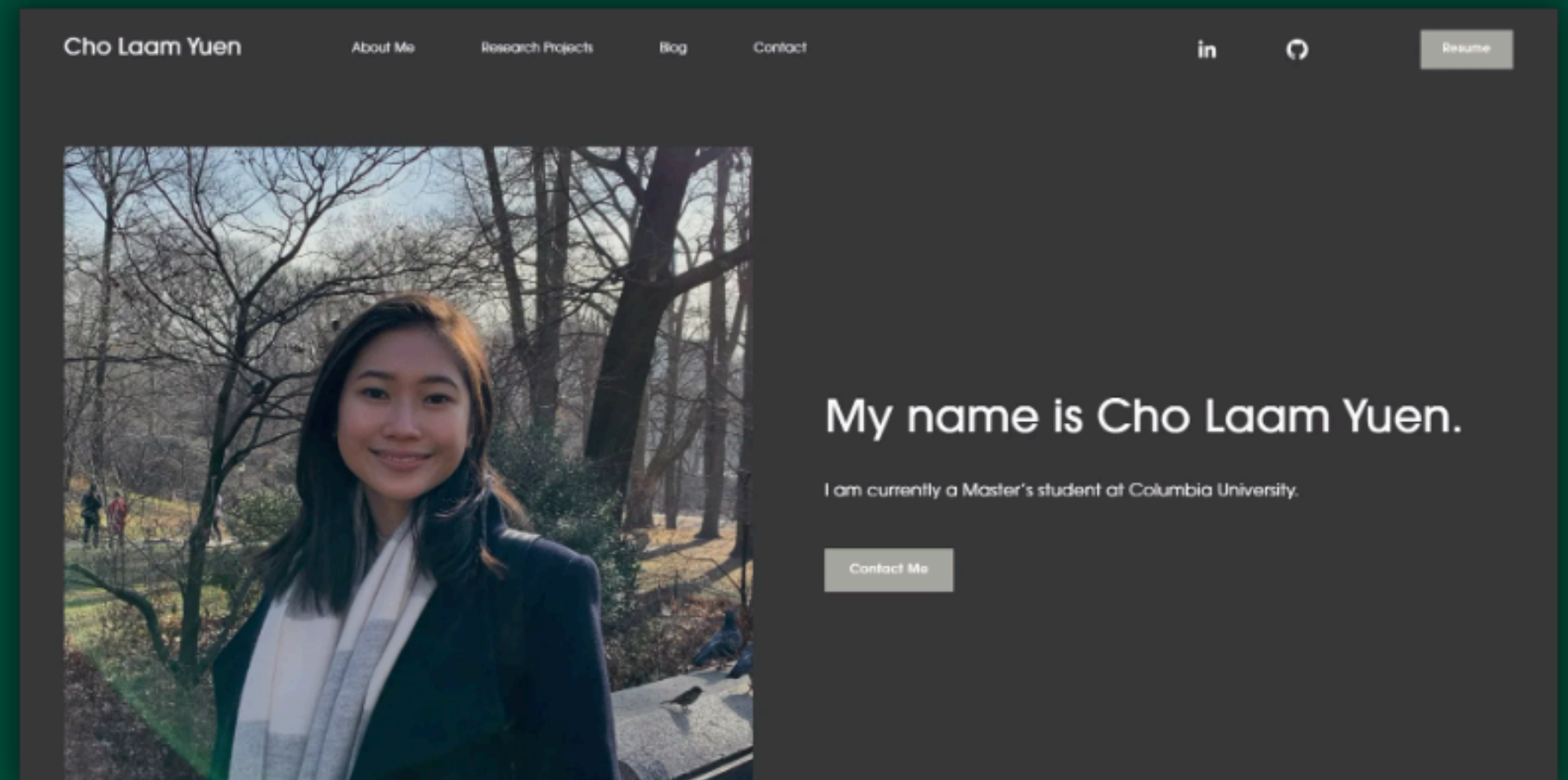
What to include?

Examples of past work

Different types of
portfolios

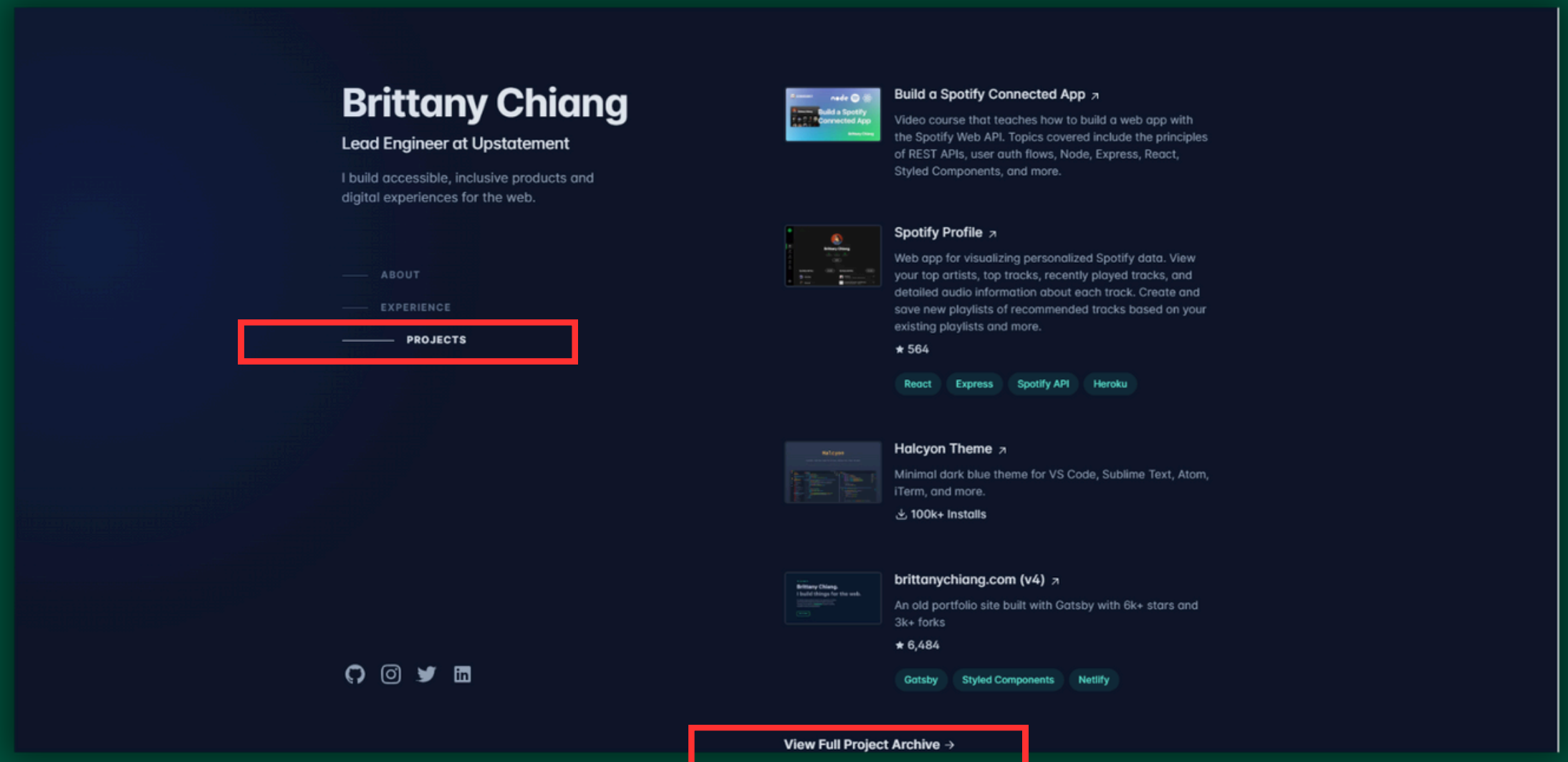
WHAT TO INCLUDE

- Your resume
- Biographical information
- Work Samples
- Awards and accomplishments



WHAT HAVE YOU DONE?

- Past Class Projects
- Previous Freelance Work
- Experience
- Passion Projects

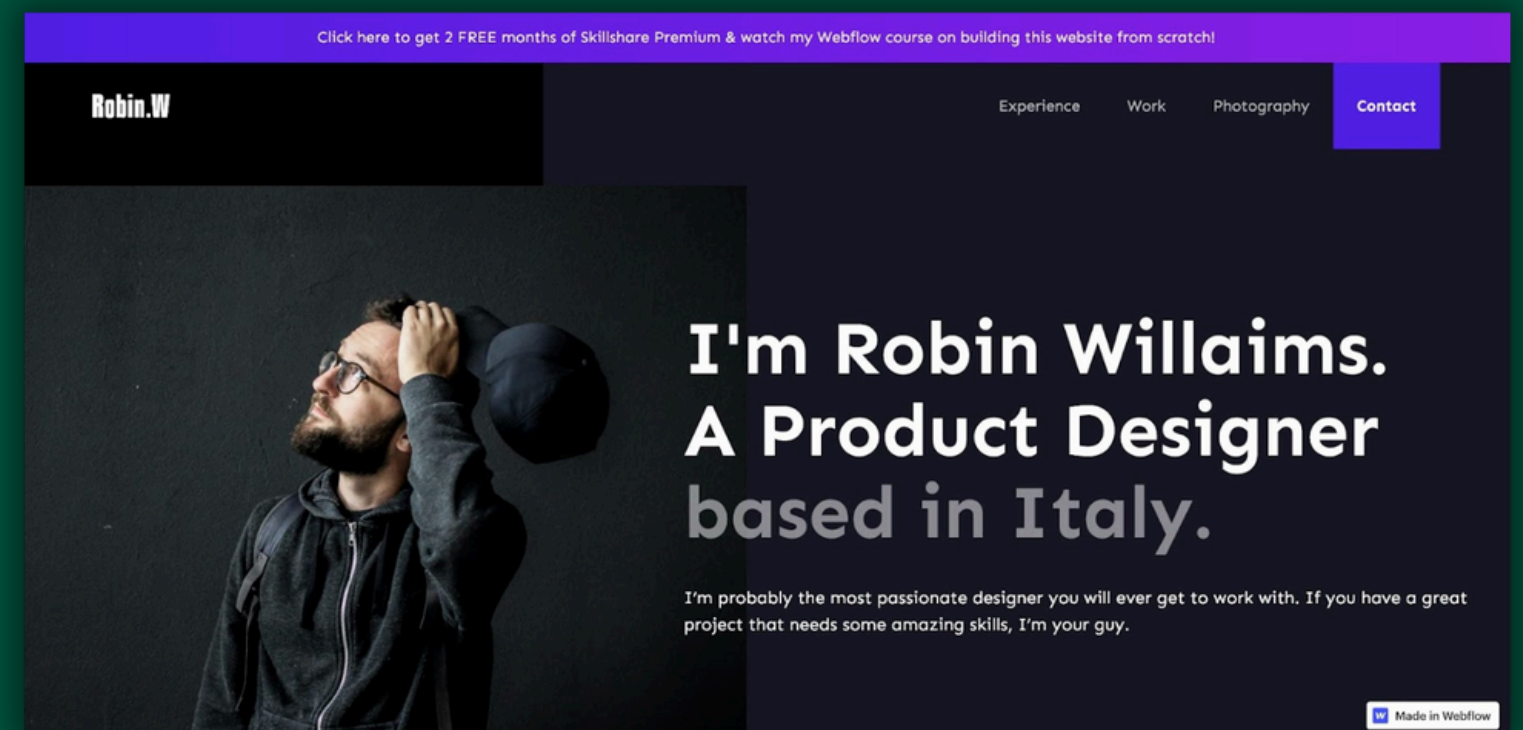


DIFFERENT TYPES OF PORTFOLIOS

Physical

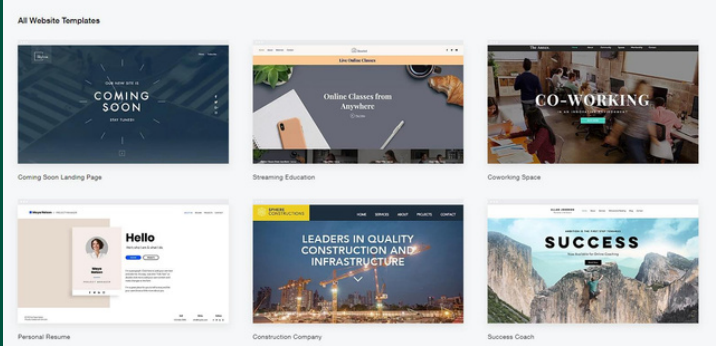


Online

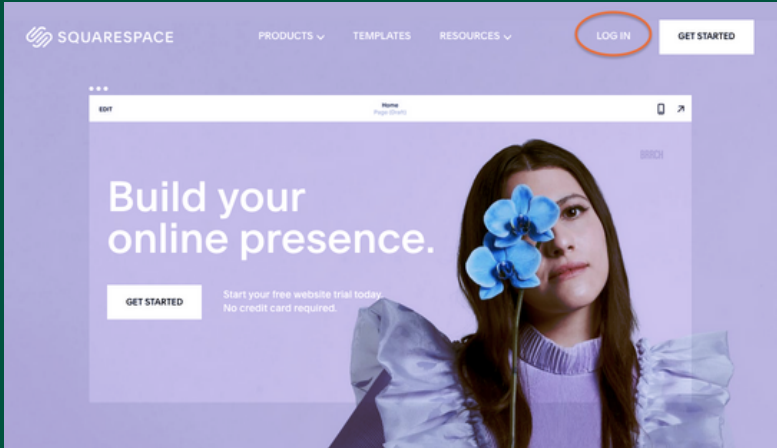


Domans For Online Portfolio

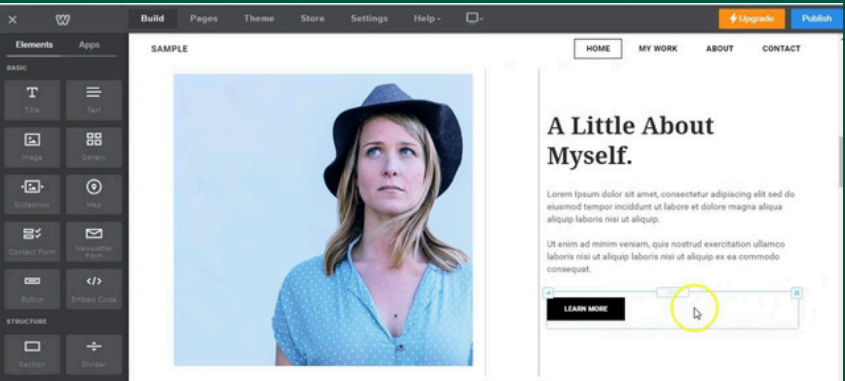
Wix



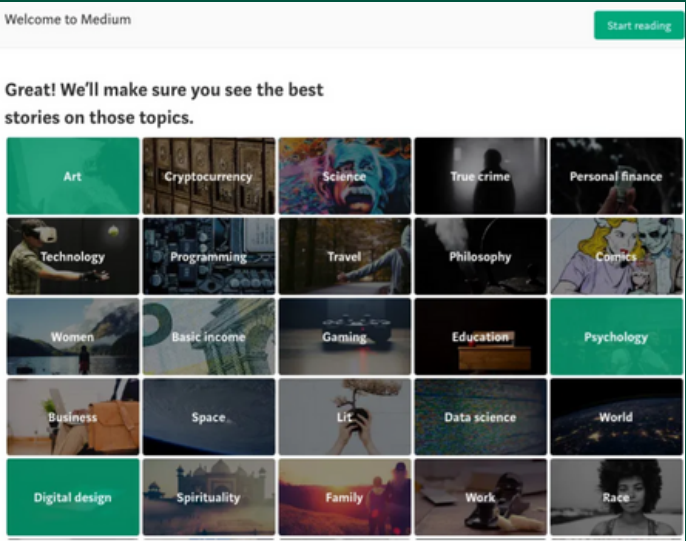
Square Space



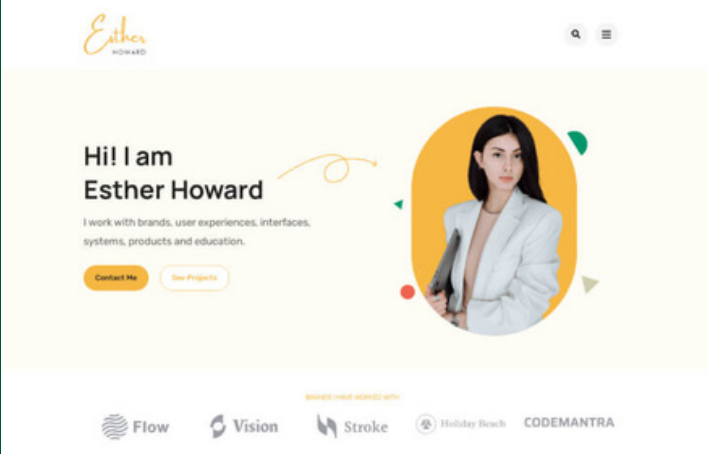
Weebly



Medium



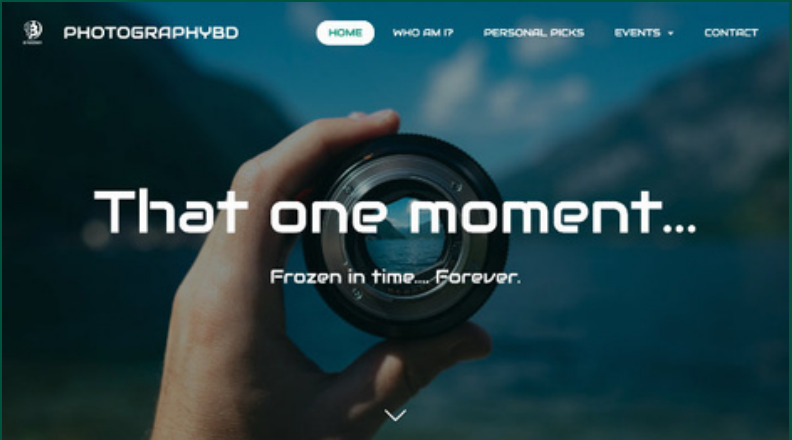
Word Press



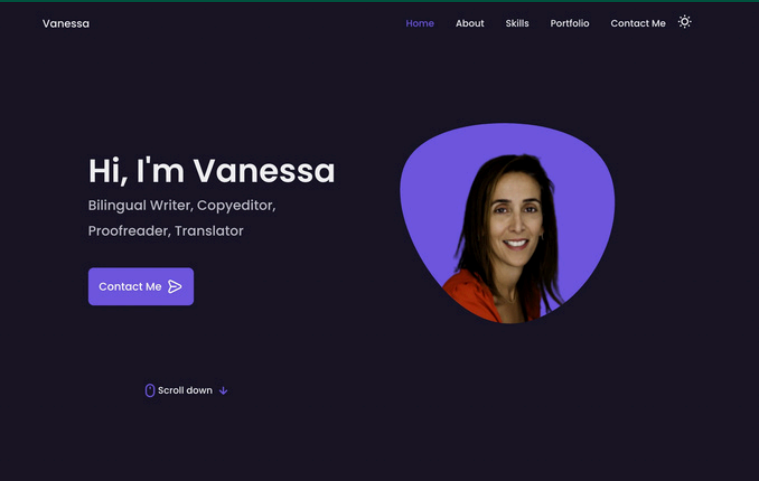
Site123



Webador



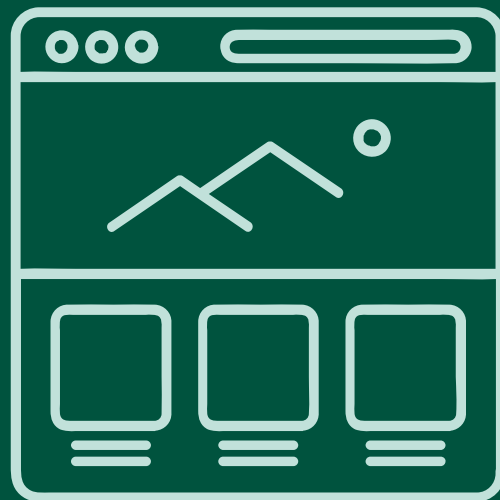
Github



Main Components

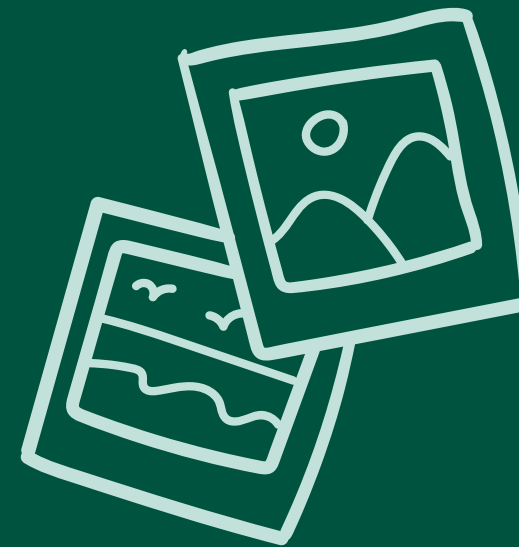
Basics

Color & Format



- Easy to read
- Desktop and mobile friendly
- Organized
- No broken links/pages

Graphics



- High Quality (PNG)
- You own the rights
- Reflect your mission

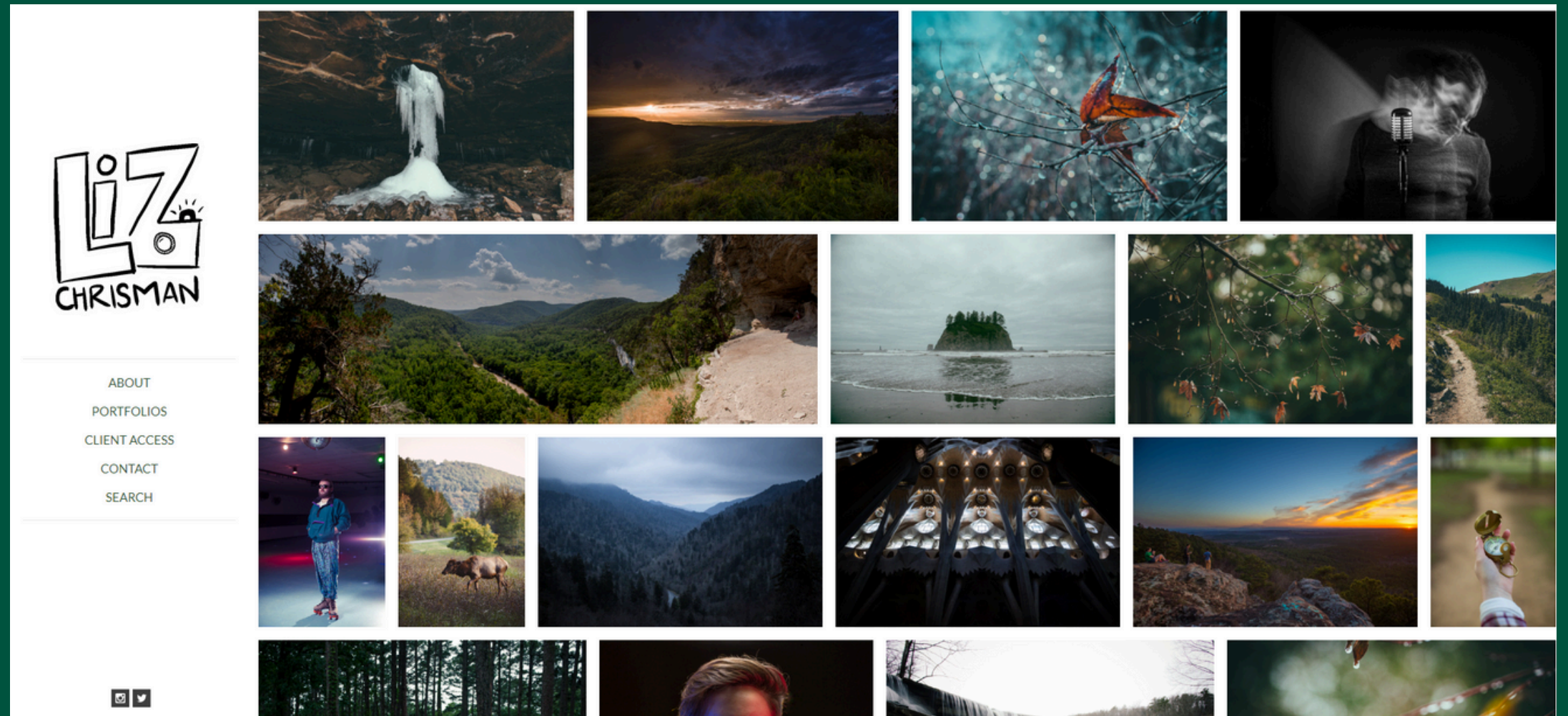
Wording



- No misspelling
- Good grammar
- Professional
- Industry Standard

Main Components

- About/Mission Statement
- Resume
- Past Work
- Contact



Showcasing Your Portfolio

- Resume
- LinkedIn
- Email Signature
- Discuss during interviews
- Business cards



Adding to Your Resume

Yushia Thao

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Dardanelle, Arkansas

EDUCATION


Masters of Science in Student Affairs Administration






Arkansas Tech University, Russellville, Arkansas


GPA: 3.6

May 2022


Adding to Your LinkedIn






**Yushia (Yoshi) Thao**
Global education, student affairs professional, and multimedia specialist

Resources
Private to you

**Creator mode** Off
Get discovered, showcase content on your profile, and get access to creator tools

**My network**
See and manage your connections and interests.


Show all 5 resources →

About

A first-generation Hmong-American student affairs professional and multimedia specialist with proven track record of providing exceptional customer service in fast-paced environments. Offers keen attention to detail and strong decision-making skills to manage multiple, concurrent tasks. Self-motivated work ethic to perform effectively in independent or team environments.

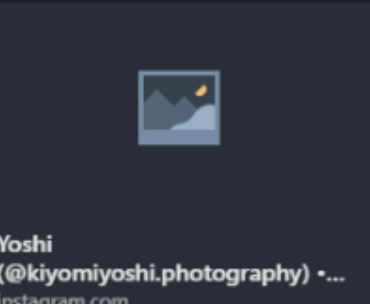
Featured

Document




Yushia Thao CV.pdf
My 2023 updated CV.

Link




Yoshi (@kiyomiyoshi.photography) - ...
instagram.com
Photography and Videography Page

Link



The History of the Hmong | Mysite
Mysite
My final portfolio I did for my first graduate degree.





Allen Kenneth (ألن) Schaidle (He/Him) · 1st
International Education | International Development | Cultural Diplomacy Through Educational Programing
Little Rock Metropolitan Area · [Contact info](#)
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683 followers · 500+ connections

**Arkansas Tech University**
**University of Oxford**

**Brandon Wright, Ph.D., Tahmid Shantanu, and 55 other mutual connections**





Thank you



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