

Name: _____

Score: _____

Résumé Portfolio**Résumé:**

Resume				Total = 50
10	9	8	7	6
A Stellar presentation!! Well Done!!	Follows appropriate format and presents it very nicely	Follows Appropriate Résumé format	Does not follow any format but contains all required information	Not readable
Abstract				
10	9	8	7	6
A Stellar Abstract!! Well Done!! Contains great info above expectations	Great Abstract. Contains good info and is complete	Good Abstract. Contains good info but could be better	OK Abstract. Contains info but should be better	Not readable
Portfolio				
30	29-27	26-24	23-21	20-18
Great Presentation. All information given in complete detail with a lot of examples and personalized experiences showing creative relations of our class.	Good Presentation. All information is given in complete detail with examples and a few personalized experiences	Good Presentation. All information is given with some examples but little/no personalized experiences are given	OK Presentation. Includes basic information but lacking thorough explanations and experiences. Some information given with some examples.	Bad Presentation. Does not include good information. Were you asleep in class?

Extra Credit Cover Letter:

Content / Format					Total = 10
10	9	8	7	6	5
Awesome!! It makes me want to hire you on the spot!! All parts included and professional!	Follows format with a lot of strong points that make me want to read your Résumé	Follows format and brings out a few strong points	Follows Format	Does not follow format but includes some good points	Does not follow format and does not include any good points

Extra Credit Interview:

Quality				Total = 10
10	9	8	7	6
Superb Interview. Good tone, knowledge and presentation. You're Hired!	Great Interview, You're among the top.	Good Interview, you're close.	Okay Interview	Interview skills need help. Try again.