

Final Portfolio Evaluation

Name: _____

Class: FHN Media

1: Résumé -

Items arranged from most recent to least

- | | | |
|--|--|---|
| <input type="checkbox"/> Strong Editing | <input type="checkbox"/> Editing Needs work | |
| <input type="checkbox"/> Parallel Structure evident | <input type="checkbox"/> Parallel structure needed | |
| <input type="checkbox"/> Contact information clear | <input type="checkbox"/> Contact information missing | |
| <input type="checkbox"/> Details showcase abilities | <input type="checkbox"/> More details needed with selections | |
| <input type="checkbox"/> Thorough job with content | <input type="checkbox"/> Items seem to be missing from your résumé | |
| <input type="checkbox"/> Good job keeping résumé to 1 page | <input type="checkbox"/> Résumé needs to be one page | |
| <input type="checkbox"/> Résumé Design nice and clean | <input type="checkbox"/> I'm a little concerned about your design | <input type="checkbox"/> Design work needed |
| <input type="checkbox"/> Eliminate "Objective" from résumé | <input type="checkbox"/> Items should be more recent to least | |
| <input type="checkbox"/> North Star needs to be two words | <input type="checkbox"/> Only list social if you feel your social content will put you in a good light | |

2: Clips -

- | | | |
|--|--|---|
| <input type="checkbox"/> Clips are professional-looking and in plastic sleeves | <input type="checkbox"/> Clips need to be in plastic sleeves | |
| <input type="checkbox"/> Clips have date of publication and publication listed | <input type="checkbox"/> Date and publication need to be listed on all clips | |
| <input type="checkbox"/> Clips are in appropriate format | | |
| <input type="checkbox"/> Clips should not be Word Documents | <input type="checkbox"/> Work to get color spreads | <input type="checkbox"/> Design spreads should be printed as 1 page |
| <input type="checkbox"/> Clips are organized | <input type="checkbox"/> Clips need to be organized | |
| <input type="checkbox"/> Clips are updated | <input type="checkbox"/> Photos should be in color | <input type="checkbox"/> Photos should have cutlines |

3. Website

- | | | |
|--|---|---|
| <input type="checkbox"/> Website is 100% finished | <input type="checkbox"/> Some of the website needs to be finished | <input type="checkbox"/> Most of the website lacks completion |
| <input type="checkbox"/> Menu items are clear and clean | <input type="checkbox"/> Menu needs work | |
| <input type="checkbox"/> Editing is strong | <input type="checkbox"/> Editing Needed | |
| <input type="checkbox"/> Homepage leads site well | <input type="checkbox"/> Homepage needs work | |
| <input type="checkbox"/> Site is professional looking | <input type="checkbox"/> Site design needs work | |
| <input type="checkbox"/> All elements are included | <input type="checkbox"/> Résumé is missing | <input type="checkbox"/> Contact information is missing |
| <input type="checkbox"/> Multimedia executed appropriately | <input type="checkbox"/> Photo Galleries linked to appropriately | <input type="checkbox"/> Clips are insufficient/missing |
| <input type="checkbox"/> Multimedia execution needs work | <input type="checkbox"/> Photo Gallery showcase needs work | <input type="checkbox"/> Outline information available |
| | | <input type="checkbox"/> Outline information needed |

Additional Comments:

Guidelines for evaluation:

A 100-90: Résumé is well-edited, clean and contains the necessary items. The résumé follows the tips outlined in class. The portfolio has all of the necessary items needed and looks clean and professional. The portfolio is organized well and easy to navigate. The semester analysis is well edited and at least a page long and offers insightful analysis, not recap, of the semester that was. The portfolio is turned in on time.

B 89-80: Résumé is fairly well edited, mistakes are found though. The résumé contains all the necessary items. Design may interfere with the design of the résumé and most of the tips in class concerning résumés have been followed. The portfolio seems to have most all of the necessary items and looks fairly clean and professional. The portfolio is well organized and fairly easy to navigate. The semester analysis is fairly well edited and at or near a page long, offering insightful analysis, not recap, of the semester that was. The portfolio is on time, or at the most, one day late.

C 79-70: The résumé has not been edited well and/is lacking in content and form. The portfolio does not have the necessary items and is not organized as well as it could have been. The portfolio is lacking in professional look. The semester analysis falls short of the assigned length, it does more recap than analysis and/or there are editing issues. The portfolio is on time, or at most, two days late.

D 69-60: The résumé needs major work. Directions were not followed and the résumé does not look professional. The analysis falls well below assigned expectations and the portfolio is severely lacking in content and/or professionalism. The portfolio is on time, or at most, three days late.

F 59 or below: Few if any requirements were met.