

S N A P S H O T



THE CAREER CENTER 2007 - 2008

Services

- Career Expositions
- Drop-In Career Advising
- Mock Interviews
- On-Campus Interviews
- Workshops
- Career Development Class
- Internship and Co-op Recognition
- SeminoleLink
- Professional Network
- Seminole Profiles

A Look at the Career Portfolio Program

The Florida State University Career Portfolio, administered by the Career Center, was launched in 2002. Since that date, more than 55,000 students have initiated a career portfolio. The Career Portfolio is an online tool to help students reflect on their learning experiences, both inside and outside the classroom, and document their skills and accomplishments for prospective employers throughout college and beyond.

Students can document and reflect on skills they have developed through courses, jobs/internships, memberships, and other activities. They can also record their references, upload their resume/CV, and demonstrate the examples of their best work such as: writing samples, pictures of artwork, clips of presentations, etc.

The Career Portfolio is utilized in courses throughout the University. Some of the colleges and programs using the Career Portfolio include the College of Arts and Sciences, College of Nursing, Freshmen Interest Groups, College of Business, and College of Education. A survey conducted of FSU students who enrolled in courses requiring one or more components of the Career Portfolio Program indicated that the Career Portfolio helped the students identify their strengths, understand how the academic and professional skills related to their career goals, prepare for job searching and interviews. [See Table 1]

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The online Career Portfolio Program helped me to:	Strongly Agree	Agree
Find experiences at FSU that will lead to the development of transferable skills	15%	62%
Understand how my academic and professional skills related to my career goals	32%	61%
Show evidence of skills developed in my academic program	32%	62%
Show evidence of skills developed through volunteer experiences, part-time employment, internships, and/or a cooperative education program	39%	51%
Show evidence of skills that can apply to a variety of occupations	32%	61%
Communicate my skills to potential employers	38%	51%
Prepare for job searching and interviewing	27%	53%

Table 1

Student comments:

- This is a great tool and opportunity to send your resume/qualifications to potential employers more efficiently and display your overall skills in one primary setting.

- It was very useful because it allowed me to see all of the skills and experiences all together... It also let me think about what things I need to work on for the future and what employers are looking for.

- It is a great way to organize one's skills and experiences. Allows the person to see what area they need to improve and what employers look at when it comes to hiring.

The FSU Career Center held the fifth Career Portfolio Contest in the fall of 2007. Katy Keene was the first place winner. Here is a screenshot from her portfolio:

Profile **Resume** **Skills** **Transcript** **References** **Artifacts**

CAREER PORTFOLIO
FLORIDA STATE UNIVERSITY

Katy Keene

Welcome to my Career Portfolio!
I hope you enjoy spending time viewing my portfolio. I am a dedicated individual who is looking to become very successful. I enjoy traveling and meeting people, and I am adaptable in various environments. I have previous working experience in sales, promotional marketing, research, and much more. Please email if you are interested in speaking with me.

Academics

- Senior attending Florida State University
- Expected Bachelors Degree in Marketing with an emphasis in Sales and Customer Relationship Management, Spring 2008
- Expected Bachelors Degree in Business Management, Spring 2008
- Current GPA 3.41

Goals

- Dedicating my time and effort to excelling in my Marketing and Management majors and graduating in the spring semester of 2008.
- Participating in the advanced selling courses to enhance my skills and knowledge.
- Upon receiving my Bachelor Degree I plan to obtain a successful sales position within a company of which I can grow professionally.
- In the future I plan to further my education by working to receive my Master of Business Administration Degree.

[Email me](#) for more information.

If you would like to see more samples of the contest winners' portfolios, please visit www.career.fsu.edu/portfolio

If you want to begin building your Career Portfolio, please visit www.portfolio.fsu.edu

Available in Alternative Format. If there are any questions or concerns, please contact the Division of Student Affairs at (850) 644-5590.

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