
What a Career Portfolio Is (and Is Not)

Instructions: Write True or False in the blank space following each statement to indicate your agreement or disagreement with the statement. Be prepared to discuss the reasons behind your answers.

- | | True or False |
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| 1. An effective Career Portfolio is at least four inches thick and contains every bit of documentation available from Kindergarten to Grade 12. | _____ |
| 2. An effective Career Portfolio will prepare you to participate in a job- or career-seeking process. | _____ |
| 3. A Career Portfolio is something you use in an interview. | _____ |
| 4. A Career Portfolio is a collection of samples of work that demonstrate your skills and qualities. | _____ |
| 5. An effective Career Portfolio is well organized and has a clear Table of Contents. | _____ |
| 6. An effective Career Portfolio is a self-marketing tool. | _____ |
| 7. You must take your time and pay careful attention to detail when assembling your Career Portfolio. | _____ |
| 8. An effective Career Portfolio, together with your resumé and cover letter, is part of a useful job-seeking package. | _____ |
| 9. A portfolio of some kind is becoming mandatory in many fields of work. | _____ |
| 10. You should distribute your Career Portfolio to prospective employers before an interview to give them the opportunity to read it before meeting you. | _____ |
| 11. Creating a Career Portfolio may be a project of self-discovery. | _____ |
| 12. You can explore your skills, aptitudes, attitudes, and ideas while creating your Career Portfolio. | _____ |
| 13. Your Career Portfolio gives potential employers visual proof of your skills and experience. | _____ |
| 14. An effective Career Portfolio celebrates the experiences and qualities that make you who you are today. | _____ |
| 15. An effective Career Portfolio must be accurate and honest. | _____ |
| 16. A Career Portfolio is part of a lifelong process. | _____ |
| 17. A Career Portfolio is a collection of documents that showcases your accomplishments and personal development. | _____ |
| 18. You should be proud of your Career Portfolio. | _____ |
| 19. You must use professional language in your Career Portfolio. | _____ |
| 20. You should use a lot of flashy design features so that your Career Portfolio is not boring to look at. | _____ |