**E-Portfolio Assignment**

*Instructors: Adapt this skeleton assignment to best fit your students and classes.*

An e-portfolio is a digital collection of work that documents and showcases knowledge, skills, and abilities and includes documents such as:

* Writing samples
* Photos/slideshows/videos/audio or other types of media files
* Research projects
* Links to blogs, webpages, or other online content

In today’s job market, demonstrating written and other communication skills can give you an edge over other job seekers, and one of the best ways to highlight such abilities is to create an e-portfolio. Many platforms offer free templates that can be useful for creating an e-portfolio: Wix, Weebly, FolioSpaces, and WordPress are just a few. Choose a template that best suits your needs.

For this assignment, include your rewritten [insert specific assignments]. Organize your work into categories you indicate through clearly marked tabs on the landing page such as *Written Communication*, *Graphic Design*, *Oral Presentations*, or whichever words or phrases best describe the grouping of material under that tab. In a separate *About* page, include a résumé and links to your social media.

Remember to carefully edit all your work; an e-portfolio must show your professionalism to be effective. You can link to your e-portfolio in your cover letter when applying to a position and refer to it on your résumé by providing a URL.