

NUTRITION & FAMILY SCIENCES DEPARTMENT MASTER OF SCIENCE PROFESSIONAL PORTFOLIO

As graduate students transition to the workplace or seek advancement in their current workplace, they should be prepared to provide evidence of qualification for graduate prepared positions. This portfolio is designed to showcase evidence of graduate level work that positions one for entry-level work at the graduate level or for promotion. Please assemble all items below, in order and in one pdf file and submit to Department Chair or designee.

Deadline: at least three weeks before graduation.

Required items include:

1. Cover page with student's name and ID number
2. Resume: Updated resume and proof of posting (screenshot or snip) to one of the following forums
 - a. AAFCS Professional Development Center Create a Job Seeker Account OR Post an Anonymous Resume
 - b. LinkedIn
 - c. Indeed
3. References: List of confirmed references (3) with all appropriate contact information (name, credentials, title, address, phone, email)
4. Goals: Short-term professional goals (2), long-

Grading Criteria: 44 points

Students must earn at least 40 points on this assignment. In the event the minimum number points is not earned, the student must revise and resubmit. Delay in production of quality work may delay the graduation application process.

- Excellent (4): Could not be improved
- Good (3): Slight room for improvement
- Average (2): Meets basic criteria
- Fair (1): Marginally acceptable, some items missing
- Poor (0): Unprofessional, multiple items missing

Component	Rating Standards					Comments
	4	3	2	1	0	
Resume						
Posted resume						
References (3)						
Goals						
Professional						