



Creating Your Career Portfolio: At a Glance Guide (Trade Version) (2nd Edition)

Anna Graf Williams, Karen J. Hall

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For courses in Career Planning, Career Development, Employment/Job Search; Intro courses where students will begin to compile projects and work samples to show skills; and Senior Seminar/Capstone Courses where advanced students are preparing to enter the workplace. Designed to assist students in pulling together their skills and competencies, this innovative, easy-to-read guidebook provides detailed instructions for planning, assembling, and using a personal Career Portfolio for a job search or promotion. It shows students how to tie together and "package" their work class project, professional development, and personal experiences to help "sell themselves" in the job market.

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