

## **Documentation of Job Search Portfolio**

1. Research on minimum of 5 companies/firms (Internet printouts ok).
2. Resume (St. Louis interview days format).
3. Minimum of 3 samples of special assignments completed in class or at work (should represent work you are proud of and would like to show to a prospective employer).
4. Timeline of search actions, i.e., month and day with associated job search actions you plan, leading to a final date you expect to have employment.

\* Documentation materials must be contained in a 3-ring binder with the plastic cover, titled as above, with your name and date.