



Annotated Student Portfolio Checklist

Name:

Graduating Class:

Date:

Personal Information:

- Preferred URL (*jean-bigger*) – please consider carefully because the URL cannot be changed once it is assigned and your site is populated
- Photo – final photo will be square
- Title – please use this format: **Student, Class of '24**
- Intro Paragraph about yourself – important, like a short college essay
- Positions (Leadership) – from your time at IMSA or before
- CV / Resume – upload pdf
- Disciplines – controlled vocabulary: please select from the Taxonomy of Disciplines
- Research Interests – free text: please enter one at a time
- Grants – from your time at IMSA or before
- Honors and Awards – from your time at IMSA or before
- Memberships in professional organizations (names or names/links)
- Links to blogs or other external sites – personal sites
- Contact information – email or phone

Scholarly/Creative Work: imports directly from DigitalCommons:

- Published Articles, Books/Book Chapters
- Conference Papers/Presentations, Posters, Audio and Video Recordings
- Independent Study: Final Reports/Projects
- Distinguished Student Work (competitions)
- Exemplary Classroom Work

Other work, not in DigitalCommons, can be input directly into your portfolio:

- Personal Projects: *papers, reports, models*
- Creative Work: *poetry, short stories, video recordings, sound recordings, photographs, paintings*

Your site can be organized in several ways:

- By Subject
- By Document Type