

Portfolio LiveBinder:

This is a basic portfolio binder that currently does not have any content added. First, access the binder and then click “**Options**” at the top of the screen. Select **COPY** from the menu that appears. <http://www.livebinders.com/b/2649725>

- **Video:** [How to make a copy of a LiveBinder to your account](#)

Editing the Binder:

- Create a Cover Page using Adobe Spark. Square image in Adobe Spark for my Portfolio Cover. The cover should include your Name, Career Interest Area, and an Image that represents that career.

How to Create a Cover Page using Adobe Spark:

<https://www.youtube.com/watch?v=8rwizwcxNJ8>

- How to add a Cover Page to your Binder **Video:**
<https://www.youtube.com/watch?v=PAKwwJ2XQak>

Adding Content to the Binder:

- How to add a Cover Page **Video:**
<https://www.youtube.com/watch?v=PAKwwJ2XQak>
- Uploading Files to the Binder:
https://www.youtube.com/watch?v=0MIINtl6wZk&disable_polymer=true
- Adding Text to the Binder:
<https://www.youtube.com/watch?v=OCJtgB7-gzM>

College and Career Readiness LiveBinder Career Portfolio

Name:		Period:	
Items		Points Possible	Points Earned
	1. Binder Cover Page	5	
Employment	2. Reference Request Letter	5	
	3. Resume	10	
	4. Post Interview Thank You Letter	5	
Education	5. Career Assessments <input type="checkbox"/> Career Path Assessments <input type="checkbox"/> Learning Styles Assessment <input type="checkbox"/> Personality Assessment <input type="checkbox"/> Work Values Assessment	20	
	6. Career Education Tests/Transition Plan <input type="checkbox"/> Post-secondary Degree Plan (5pts) <input type="checkbox"/> Career Profile (5pts) <input type="checkbox"/> Real Life Arkansas Results (10 pts)	20	
	7. Transcript (Report Card Image from HAC)	5	
	8. College Scholarship Essay	10	
	9. Portfolio Assembled Correctly	10	
TOTAL POINTS			