



## Start building your Career Portfolio today!

### The Career Portfolio can help you:

- Market yourself to potential employers or graduate school admissions committees.
- Document skills and accomplishments.
- Find opportunities on campus and in the community to develop transferable skills that are important to all employers.
- Demonstrate development of transferable skills.
- Reflect on your experiences and relate those to the skills you have gained.
- Organize class papers, projects, and other work samples.
- Prepare for interview questions and write personal statements.

View the complete *Career Portfolio User's Guide* at [career.fsu.edu/advising/guides](http://career.fsu.edu/advising/guides).

### It's easy to get started!

1. Visit [career.fsu.edu](http://career.fsu.edu).
2. Click on Career Portfolio.
3. Log in with your Blackboard FSU ID and password.
4. View the *First Time User Tour*.
5. Add items to your portfolio through the *Build* menu.
6. Update by adding skills and samples of your work each semester.



The  
**Career Center**  
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