

Electronic Career Portfolio Project Rating Sheet

Evaluation Item	Not Demonstrated	Below Expectations	Meets Expectations	Exceeds Expectations	Points Earned
Content					
Resumé (Data Sheet) Displays evidence of professional experience, career related experience, and leadership experience Outlines any special certifications or training Shares overview of academic success Outlines community service	0	1-3	4-7	8-10	
Career research summary: The specific career targeted is clearly identified and described—the portfolio must specifically be targeted towards a career Skills and education needed for the career are identified and outlined Money/salary and outlook for the career are identified Evidence of research in career summary	0	1-5	6-10	11-15	
Sources of information cited pertaining to copyright standards	0	1-3	4-7	8-10	
Samples					
Career-Related Education School activities Career research project Application of business education and/or related occupational skills and their relationships to the job	0	1-5	6-10	11-15	
Educational Enhancement Career opportunities noted Evidence of career development planning Summarize any job shadowing, internships, informational interviews, or community service projects	0	1-5	6-10	11-15	
Examples of Special Skills Includes up to five examples of special skills and/or abilities related to job and career goals.	0	1-3	4-7	8-10	
Portfolio Usability					
Navigation is easy and effective	0	1-3	4-7	8-10	
Portfolio presentation is clear with logical arrangement of information	0	1-3	4-7	8-10	
Correct English skills demonstrated	0	1-2	3-4	5	

Total Points /100 max

Penalty Points. Deduct two (2) points for each spelling error (10 points maximum).

Final Score /100 max

Name _____

School _____

Judge's Signature _____

Date _____

Judge's Comments _____
