

# Graphic Design Portfolio: Resume—(Student Self-Grading Rubric)

Complete this form, use it as notes when you present to class, and hand it in with your work for a final grade.

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**Overview:** For this project, you'll write and design your own resume. You'll need a resume as part of your job search marketing material. Keep in mind that hiring managers and art directors will evaluate your typography skills based on your resume design. Use [grammarly.com](http://grammarly.com) to help with your spelling and grammar, 8.5" x 11", CMYK, 300 ppi, one page, 3–5 past jobs, or 5 years, InDesign or Illustrator. No personal information—just your name, email, and phone number, 9–11 point type is best, some color is okay. Black and an accent color look great together. Print on regular-weight white paper.

## Be prepared to explain how your design work uses the list below to deliver your message visually to your audience.

Briefly describe your project:

Message (3–5 words):

Where and how will it be used?

Audience (location, age, interests, lifestyle):

Grading scale design examples: <a href="http://craigkunce.com/student-self-evaluation-forms/">craigkunce.com/student-self-evaluation-forms/</a>		Incomplete	Needs Improvement	Almost Client-Ready	Client-Ready
<b>1. Followed Instructions</b> —8.5" x 11", one-page, type-heavy, uses some icons and scales.		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>2. Followed Appropriate Categories</b> —Provided adequate info for employer to evaluate you.		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>3. Resume Design</b>					
Each element listed below should harmonize with the others		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Design Style (Fits all other design elements listed here)		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Typography (Is also legible)		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Color (Is also harmonious)		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Photos / art / video		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sound		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Layout / flow / timing / transitions / motion		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Repeatable design elements / brand assets		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>4. Spelling, Grammar, and Punctuation</b>					
Text is professional, informative, and free of errors.		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Critique feedback from instructor and other students. How you can improve:**

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## **Reflection Questions**

What are the three most important things you learned from this project?

- 1.
- 2.
- 3.

What three areas still need improvement?

- 1.
- 2.
- 3.

What three aspects of this project are you most proud of?

- 1.
- 2.
- 3.