**The Digital Portfolio**

*You will engage with the latest technology and internet tools to present yourself and your skills to potential employers and institutes of education. You will explore careers, colleges and life after graduation. You will publish for peer feedback and will be expected to act professionally and responsibly – providing your instructor with a view into your ongoing work.*

**The Digital Portfolio consists of the completion and submission of five parts. Each part contains formative tasks you will need to complete and upload to your class Moodle site. The formative tasks are designed in sequence and are intended to be completed in order. Once you complete the Digital Portfolio, you will be able to move on to the High School & Beyond plan and Culminating Project.**

**Part 1 – Are you prepared for WORK?**

In this section of the Digital Portfolio, you will produce evidence of job & career exploration \*Resume \*Cover Letter \*Job application \*Interview \*ACT National Career Readiness Certification (NCRC). As you explore career options, consider how these artifacts may lead to your Project Proposal based on your values and interests, focusing on working toward a goal that is important to you.

**Part 2 – Are you prepared for EDUCATION?**

In this section of the Digital Portfolio, you will produce evidence of college & training exploration \*College application \*FAFSA \*Scholarship application. As you explore college and additional training beyond high school consider how these artifacts may lead to your Project Proposal based on your values and interests, focusing on working toward a goal that is important to you.

**Part 3 – Are you prepared for LIFE?**

In this section of the Digital Portfolio, you will participate in tasks that help you reflect on \*Financial literacy and \*Civic and Social responsibility. As you explore ways to achieve a balanced life consider how these tasks may lead to your Project Proposal based on your values and interests, focusing on working toward a goal that is important to you.

**Part 4 – Personal Multimedia Presentation**

In this section of the Digital Portfolio, you will prepare a presentation speaking to an audience of your choice (career, education, organization etc…) about your life experiences and how they have impacted what your skills, strengths, values and/or interests are. Then connecting how your skills, strengths, values and/or interests impact your goals/plans for your future in regards to the audience you selected (career, education, organization etc…).

**Part 5 – Self-Evaluation**

Reflect on how completion of parts 1-4 of the Digital Portfolio supports your post-secondary planning. How might these formative tasks help you to feel good knowing that your future plans build upon your skills to be successful after graduation? Consider how your Project Proposal and High School & Beyond Plan might include a topic that you selected from your explorations in this unit.