

FMST 490 – Portfolio Assignment

**FMST 490: Senior Seminar in Family Studies**

FAMILY STUDIES PROGRAM

**TOWSON UNIVERSITY**

*PORTFOLIO ASSIGNMENT*

I. Purpose: The portfolio represents the students' achievements, skills, abilities and awareness of the family studies knowledge base. The portfolio is an informative and graphic representation of the student's professional identity that can be shared with others.

II. General Information: The portfolio displays you to another person and should be developed in a professional manner. Writing style and content are important as are organization and creativity. Keep in mind the following suggestions:

- ❑ Portfolio must be bound
- ❑ Portfolio must be organized
- ❑ Portfolio must be neat
- ❑ Consider placing similar documents together and labeling different sections for ease of finding information
- ❑ A table of contents
- ❑ An introduction

Suggestions of what to include (items indicated by an \* must be included – all other items are optional):

- Achievements
- Volunteer Activities
- Letters of Recommendation
- Academic Preparation\*
- Employment History
- Resume\*
- Reflective Statements
- Professional Identity\*
- Knowledge of the Ten Family Life Education Content Areas\*
  - Short Definition of each content area
  - Knowledge and Experience in Content Area
    - Coursework
    - Internship
    - Work Related Experience
    - Volunteer Work
    - Research Project
    - Paper or special presentation
    - Workshops or conference attendance in specific area
- Transcript\*
- Certificates of awards and honors

- Special Certifications for special training
- Conferences/ workshops attended
- Letters of thanks for you participation
- Internship Report
- Examples of creative endeavors
- Self Assessment\*
  - Values
  - Previous Accomplishments
  - Strengths and Weaknesses
- Life Course Planning\*
  - Professional goal
  - Short Term Goals
    - One Year
  - Long Term Goals
    - Five Year
    - Ten Year
  - Career Goals
  - Goals related to Future Education
- Other information or documents that the student thinks reflects their academic/professional identity and accomplishments at this point in their life.

***Developed by the faculty of the Department of Family Studies, Towson University***