

# [What about and also theinformation to put](https://assignbuster.com/what-about-and-also-theinformation-to-put/)

What I learned during the 2nd Six weeks of my CTE class. Is that weare setting up our portfolio.

Mrs. Simmons is helping us organize theinformation for the portfolio. I really never knew about the portfolio untilshe told the class it is a reference when you apply for a job. I startedlearning a lot of vocabulary words I didn’t know about and also theinformation to put in the portfolio I didn’t know about either. I’m glad I amsetting up my portfolio early in my high school year, so by the time Igraduate I have everything set up, nice, and neat. The employment portfolio is an organized collection of documents thatdemonstrate your work history, skills and talents. It can be sent digitally orshown in a bound hard copy at an interview to support your abilities to apotential employer.

The next thing is resume. I also never knew what a resume was. Noit’s not a resume to begin to do. At first when I saw that word resume Ithought it was that definition that we were going to learn. Until Mrs. Simmons started discussing what resume was and then I figure it wasnt thedefinition that I thought we were going to learning.

But the true meaning ofwhat the word “ Resume” we are learning in class is for the the employmentportfolio. Resume is as one part of a compilation that includes any awardsyou’ve won, testimonials, references, training, case studies, skills inventoryand qualifications, and samples of your work if you are a writer, designer orartist. But overall Resume is not a whole a lot of information. It’s somethingof your seeking background. Character reference is apart of your employment portfolio. It is aletter that someone talks about your work ethic someone that has knownyou for a long time.

It is something that your job can look at. To see theperson you are, and to see the characteris you have, so they have a littlebackground about you. If they see that you are a good person, and you getyour things on check they would most likely hired you, because that’s one ofthe biggest things getting hired at a job. Those are the three main topics that we have been really focusing inCTE class. I remember in the beginning of the year I thought this class wasstupid because in the 1st Six Weeks we were learning about TimeManagement , Organizations, Etiquette, and so on.

But it’s really not asstupid as I though. It is something that prep us when we get out in the realworld. I’m glad I am going to Harold T.

Branch Academy for my freshmen