Portfolio Requirements Checklist for Student

Name __________________________________________________________
Graduation Date __________________________________________________

Student instructions:
Below are the minimum requirements for student portfolios, please include more assignments if possible. All assignments must be ungraded copies from a marketing course. Only one assignment may be used twice. If you use an assignment twice, please include the full assignment in one section and include only the cover page and location of the assignment in the second section.

☐ Current Resume

☐ Pre-Graduation Survey

☐ Learning Objective # 1: Marketing Concepts (minimum four items)
  ☐ 2 individual assignments
  ☐ 2 individual or group assignments

☐ Learning Objective # 2: Problem Solving/Critical Thinking (minimum two items)
  ☐ 1 individual assignment
  ☐ 1 individual or group assignments

☐ Learning Objective # 3: Written Communication (minimum two items)
  ☐ 2 individual written assignments

☐ Learning Objective # 4: Oral Communication (minimum one item)
  ☐ “Oral Communication Skills” form signed by a marketing professor or instructor
  *OR*
  ☐ Oral Presentation Rating form
  *OR*
  ☐ MKTG 350 or MKTG 450 Video/ DVD if available (optional)

☐ Learning Objective # 5: Marketing Metrics (minimum two items)
  ☐ 1 individual assignment
  ☐ 1 individual or group assignment

☐ Learning Objective # 6: Work Effectively in Teams (minimum two items: signed form + assignment)
  ☐ “Work effectively in teams” form signed by a marketing professor or instructor
  ☐ Team assignment or presentation used to assess effectiveness

☐ Learning Objective # 7: Global Business Environment (minimum one item)
  ☐ 1 individual or group assignment

☐ Learning Objective # 8: Ethical Business Practice Awareness (minimum one item)
  ☐ 1 individual assignment

I, _________________________, do attest that all of the assignments and work contained in my student portfolio are my personal work or the group assignment(s) of which I was a member, and were completed for marketing classes at Northern Illinois University.

Student Signature _____________________________________      Date ___________________