

The Purposes of E-Portfolio

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Purpose and Value of an E-Portfolio

The purposes of an e-portfolio are many and varied. They work nicely with compelling digital resumes. They are useful marketing materials that can attract prospective employers for comments and feedback. An e-portfolio is not just a list but a detailed description of learning that reflects nature as well as itself. It is a sample that defines both the weaknesses and strengths of the employee.

Reflection and Metacognitive Learning

A good e-portfolio gives the student an opportunity to reflect on their work and think about their progress within the broad concept of metacognition. It has provided fair chances for metacognition through reflections, which may allow the student to develop positive outcomes and skills. Works saved in the e-portfolio are in a position to build learners' academic and personal identities when they complete the complex assignment as they reflect their progress and capabilities (Domowitz & Moghe, 2018).

Integration of Learning and Self-Confidence

It gives learners an opportunity to facilitate the integrity of learning since they can have connections across time and courses. Helps develop self-assurance abilities whereby students can judge the work quality by using the same criteria as experts. Learners can plan their academic plans as they have come to understand what they still need to learn as well as what they know and are able to do. The structured reflections help the students analyze learning experiences to understand and reveal the results that may have been mistakenly missed.

Learning Through Portfolio Development

More importantly, if the students develop their portfolio, they learn through the process and the product. Through the process, they will have an entire understanding of it as well as knowing the process is the same as the product. They will appreciate the challenges that may occur while developing the system. From the product, they will have information about their learning with scripts that prove both informal and formal learning. They can link the possible learning outcomes by having clear documentation to assist in the prior learning assessment (Domowitz & Moghe, 2018).

Purpose and Structure of a Resume

A resume summarizes one's skills, accomplishments, and abilities. Since it is the primary search for employment, it must be written well and critiqued. Employers use the candidate to differentiate between potential candidates and certain ones. A resume gives one an opportunity to go through everything that you want your employer to know about you. It is a form of communicating with your employees by briefing them on your potential before being presented to the interview. Moreover, it is in writing so the employer can access it quickly for reference purposes.

Resume Quality and Employment Outcomes

A well-written resume is a crucial assurance of one securing a job they have applied for. Most individuals think that a good resume will enable one to achieve employment. However, this is not the fact it only gives one an opportunity to have an interview. In today's market, it is tough for employers to employ an employee using a resume. Most of them need to check the individual in person. Despite the need to substantiate your resume, they may need to check if you are the person they need. In today's market, one should use the employer and the computer since some companies use computers to select the required resume by using keywords (Waung, 2017).

Interview Preparation and Resume Updates

When in an interview, the employer may ask you to explain in detail what is on the resume so the resume will be a brief conversation. Also, it is always good to have an updated resume since it will act as security. Even if one loses the job, the updated resume acts as security.

Role of the Cover Letter

A cover letter is an introduction that highlights the vital accomplishments and reasons why one fits for a job. It adds some focus to the resume. The reason why it adds emphasis to the resume is because it can give an explanation that the resume cannot. A resume cannot fully explain what you want or what position of employment one is seeking a cover letter states the place of interest and the qualifications for the position. The cover letter allows one to approach the employer in a specific manner as well as targeting the job. Hence, the resume needs less explanation with the application since the letter must be of a different type every time, and it does that for you.

Effective Cover-Letter Content

A cover letter should not repeat the resume but explain to the employer what the task is about, what attracts you to it, and why you need the job. Besides, it should include unique qualities and skills that you will bring to the company and contribute to its great achievement (Waung, 2017).

Brochures as Professional Marketing Tools

Brochures are super useful tools for sales lead generation. Each panel separates a unique message across two or all three groups. More businesses use trifold brochures more than any other kind. Using professional resources such as brochures and web pages is pocket-friendly and more efficient than advertising using magazines and newspapers.

Employer Evaluation Beyond Written Documents

As an employer, I will not employ an individual by using a resume and cover letter but rather from the interview so that I can ascertain the required personality of the employee. Besides, I will use effective market campaigns which are all about customer interactions and trying to understand their needs.

References

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