

Assignment 1: Resume (5 points)

Instructions: Prepare a 1-page resume. If you already have a resume that fits the 1-page requirement, you may post this. Resume templates can be found online. This will be graded and returned to you with feedback. The revised version will become part of your professional portfolio to be submitted at the end of the semester.

Rubric for Resume:

<i>Criteria</i>	<i>Points</i>
Contact information	1
Education	1
Work experience	1
Skills	1
Consistent formatting & grammar	1
Total	5