

01 RESUME : FOR INTERNSHIP OR JOB SEARCH

ASSIGNMENT :

Write, organize and design your resume & business card

REQUIREMENTS :

Size : 8 1/2" x 11" or any reasonable smaller size, 2" x 3.5" for business card

Colors : 1, Black

Logos or personal marks : None

Paper : Decided by individual

*Content : Contact Information, Education, Design / Work Experience, Computer skills,
Awards / Exhibitions, Volunteer / Service*

PRODUCTION :

Output : Laser printer

Crop marks : Business card file and any Resume file that is a size other than 8 1/2" x 11"

Application : Adobe InDesign or Adobe Illustrator

DUE DATES :

Content / Writing : Wednesday, January 12

Design / Layout : Wednesday, January 19

GRADING :

Worth 25 points