

## **EE and CpE MS NON-THESIS PORTFOLIO GUIDELINES**

18 August 2010

### **FORMAT:**

- a single 1.5" or larger 3-ring binder
- separator tabs between sections
- no particular font size or style requirements

### **CONTENT: (separated by tabs)**

#### I. Table of Contents

II. Resume: Students updated resume including education, skills, projects completed, work experience if any, publications if any

III. Summary: 1 to 2 page summary in own words of how each project in Section IV contributed to your degree entire degree specialization skills and knowledge. Describe how projects related to one another. Explain briefly how they contributed to your overall understanding of the field.

IV. Projects: For 3 (three) courses listed in the Program of Study which had projects, include also separated by tabs:

- a) either the project assignment description ...OR... a cover sheet about the project that identifies its objectives and deliverables,
- b) up to a one-page summary of lessons, techniques, or skills learned in the project, and
- c) a copy of the project report (if one was required) ...OR... else the project results/code if no formal report was required.