Site Specification Proposal: ePortfolio

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**Topic:** This website will present my professional qualifications to potential employers. It will include my resume, information about my education, and relevant artifacts from my coursework and library work.

**Purpose:** This website will provide potential employers and connections with information about me in an easy to access and navigate format. The ePortfolio is preferable to a traditional portfolio, because it allows the viewer to quickly switch from one artifact to another, does not require printing many copies of documents, allows the inclusion of video and sound recordings, and is easily updated. The creation of this website will also demonstrate to potential employers the website design and creation skills which I am learning in this course.

**Goals:** The main goals for this website are:

1. **To provide potential employers with easy to find and refine information about me.** To this end, the link to my resume will appear in the navigation bar of the website, and personal information will appear on the homepage.
2. **To provide potential employers with examples of my coursework and library work.** To this end, my website will include several examples of different types of work, each accessible through dropdown menus in the navigation bar.
3. **To encourage potential employers to contact me.** To this end, the website will include a Contact page, linked on the navigation bar, which will include my contact information as well as a contact form.

**Projected Audience:** This website is intended for potential employers and network connections whom I want to become more acquainted with my professional qualifications. I anticipate that this website will also be viewed by my classmates and professors.

**Needs and Preferences:** To accommodate the need of a hiring committee to quickly assess candidates, essential information will be easily accessed from the home page of the website. Other information will be easy to locate through the site’s navigation bar. The website will also follow the W3C Web Content Accessibility Guidelines to ensure accessibility to any reviewer of the site.

**Potential Models:**

[https://sites.google.com/site/jmfmlisportfolio/](https://sites.google.com/site/jmfmlisportfolio/) This portfolio is very clean and easy to navigate. I especially like the ways in which he grouped his coursework artifacts into types of artifacts rather than by course or topic. There were a few things I did not like, however: 1) the design of the website, while clean, is almost sterile and seems prepackaged, 2) the homepage is not a true homepage but rather the parent page for a few subpages, and 3) the picture on the homepage seems inappropriate for a professional portfolio.

[https://sites.google.com/site/chrismoffateportfolio/](https://sites.google.com/site/chrismoffateportfolio/) This portfolio makes each artifact very accessible to the viewer. He accomplished this in multiple ways: each artifact is given its own page, the artifacts are
embedded in the page so that the viewer does not have to follow a link to view them, and each artifact page is visible in the navigation sidebar. For my website, I intend to use a navigation bar that displays a link to each artifact’s page after mousing over the relevant group heading to avoid a cluttered appearance. I also found that some of his artifacts would have been better presented in the body of the webpage rather than as an embedded document.

https://sites.google.com/site/mstevensoneportfolio/ My favorite thing about this portfolio was the creator’s judicious use of pictures. She used them when appropriate but avoided them when they were not necessary. The red text on a white background is somewhat difficult to read, but I think the simplistic design of the website looks quite nice. Overall, I found that she embedded the documents that needed to be embedded and used the body of the webpage to show items such as lists and pictures in a visually pleasing way. One issue I found with her site, possibly due to age, was that at least one embedded document denied me access to view it.

Content Inventory:

- Homepage: Title of website, my name, brief introduction, picture of me
- Resume: embedded pdf of generic resume
- Education: Brief overview of educational history
  - Program of Study: courses taken for MLIS
  - Transcripts: unofficial transcripts from Valdosta and Furman
- Coursework: Brief introduction to different types of work completed at VSU
  - Proposals: Research Proposal, Collection Development from 7400, Collection Development from 7420
  - Reports: Community Analysis of Marietta, Environmental Scan of Dalton-Whitfield County
  - Presentations: A Booktalk of Modern Fairytales and Folktales, Coordinated Collection Development, Marketing to Teens: Talk to Them!, Who We Are: The Civil Rights Movement
  - Book Reviews: Diary of a Wimpy Kid, The Dog Who Cried Wolf,
  - Websites: Time Cat Webquest, Shinto Pathfinder, nod to the creation of this website
  - Other: Original Cataloging Project, Strategic Plan, Dialogic Reading flyer, ASDs for Parents
- Work Samples: Brief description of work duties
  - Programs: Storytime Outlines, Craft Program outlines
  - Displays and Decorating: Pictures of displays and decorations
  - Marketing Materials: Fliers, Pathfinders
  - Professional Development: Brief Descriptions of webinars and workshops attended
- Organizations: List and description of professional affiliations as well as other organizations
- Contact: Contact Information (e-mail, phone number, mailing address), Contact form

Site Organization: