Introduction

For this project, you will create a personal portfolio website to demonstrate your ability to use HTML, CSS, and JavaScript and resolve software problems in web development environments. You will create three HTML pages: a résumé, a cover letter, and a career goals page. As you make your website, you will use one external style sheet for the design and layout of your site. A zip file should be used to upload the personal portfolio.

You will write your own HTML, CSS, and JavaScript code—no frameworks will be allowed. Do not use online media links—all image, audio, and video files must be stored locally with your code.

Your submission should include:

•   3 HTML files: resume.html, cover-letter.html, and career-goals.html

•   1 external CSS file: master.css or style.css

•   At least 1 image file (.png, .jpg, .jpeg, or .gif)

•   1 audio file (.mp3 or .wav)

•   1 video file (.mp4, .mov, or .mpeg)

Requirements

*Your submission must represent your original work and understanding of the course material. Most performance assessment submissions are automatically scanned through the WGU similarity checker. Students are strongly encouraged to wait for the similarity report to generate after uploading their work and then review it to ensure Academic Authenticity guidelines are met before submitting the file for evaluation. See*[*Understanding Similarity Reports*](https://lrps.wgu.edu/provision/481524315)*for more information.****Grammarly Note:*** *Professional Communication will be automatically assessed through Grammarly for Education in most performance assessments before a student submits work for evaluation. Students are strongly encouraged to review the Grammarly for Education feedback prior to submitting work for evaluation, as the overall submission will not pass without this aspect passing. See*[*Use Grammarly for Education Effectively*](https://lrps.wgu.edu/provision/481524383)*for more information.*

*Note: The file size limit for your entire submission cannot exceed* ***200 MB****. Each individual file cannot be larger than* ***16 MB***

*It is recommended that you compress your required files into a single archive file (.zip, .rar, .tar, or .7z) named using your last name (e.g., smith\_portfolio.zip).*

A.  Create an HTML-based résumé that includes *each* of the following elements, in no particular order:

*Note: A hypothetical résumé is acceptable for this task.*

•   Basic Structure:

-   HTML

-   head

-   title

-   body

•   Content Organization:

-   header

-   nav

~   links to other documents in the portfolio

-   main

-   section

-   footer

-   article

•   Text and Content:

-   at least **three** heading elements (h1–h6)

-   span

-   paragraph

-   line break

-   horizontal rule

-   div to contain the current date

•   Links and Lists:

-   hyperlink

-   ordered or unordered list

•   Tables

-   table with a caption

-   table with**four** columns and **three**rows

•   Semantic and Miscellaneous

-   strong

-   em

•   Interactive and Scripting

-   script

~   JavaScript to populate the date (within div defined above in Text and Content)

~   JavaScript to write an appropriate message or value to the console

*Note: A hypothetical resume is acceptable for this task.*

B.  Create an HTML-based cover letter page that includes *each* of the following elements, in no particular order:

*Note: A hypothetical cover letter is acceptable for this task.*

•   Basic Structure:

-   HTML

-   head

-   title

-   body

•   Content Organization:

-   header

-   nav

~   links to other documents in the portfolio

-   main

-   section

-   footer

-   article

•   Text and Content:

-   span

-   paragraph or paragraphs

-   horizontal rule

-   strong

-   em

-   mark

C.  Create an HTML-based career goals document that shows your HTML and CSS skills that includes *each* of the following elements, in no particular order:

•   Basic Structure:

-   HTML

-   head

-   title

-   body

•   Content Organization:

-   header

-   nav

~   links to other documents in the portfolio

-   main

-   footer

•   Text and Content:

-   image

-   audio

-   video

-   form (contact me)

*Note: action attribute value should be https://wp.zybooks.com/form-viewer.php*

~   first name

~   last name

~   company name

~   email address (type=email)

~   phone number (type=tel)

~   message (text area)

~   best contact time (radio buttons)

    •   a.m., p.m., anytime

~   select (single option)

 •   phone, email, or text

D.  Create one external CSS stylesheet that is linked to ALL of your HTML pages. Ensure that your CSS includes the following components, in no particular order, each of which is applied to at least **one** HTML element in Aspects A, B, or C

•   element selector

•   class selector

•   id selector

•   descendant selector

•   pseudo-class selector

•   universal selector

•   typography (font, color, font-style)

•   background color

•   margin, padding, border

•   list-style properties

E.  Acknowledge sources, using in-text citations and references, for content that is quoted, paraphrased, or summarized.

F.  Demonstrate professional communication in the content and presentation of your submission.

File Restrictions

File name may contain only letters, numbers, spaces, and these symbols: ! - \_ . \* ' ( )  
File size limit: 200 MB  
File types allowed: doc, docx, rtf, xls, xlsx, ppt, pptx, odt, pdf, csv, txt, qt, mov, mpg, avi, mp3, wav, mp4, wma, flv, asf, mpeg, wmv, m4v, svg, tif, tiff, jpeg, jpg, gif, png, zip, rar, tar, 7z

Rubric

A:RÉSUMÉ

|  |  |  |
| --- | --- | --- |
| **Not Evident**  The submission does not include a résumé. | **Approaching Competence**  The submission includes a résumé, but the résumé does not contain *each* of the given elements. | **Competent**  The submission includes a résumé that contains *each* of the given elements. |

B:COVER LETTER

|  |  |  |
| --- | --- | --- |
| **Not Evident**  The submission does not include a cover letter. | **Approaching Competence**  The submission includes a cover letter, but the cover letter does not contain *each* of the given elements. | **Competent**  The submission includes a cover letter that contains *each* of the given elements. |

C:CAREER GOALS

|  |  |  |
| --- | --- | --- |
| **Not Evident**  The submission does not include a career goals document. | **Approaching Competence**  The submission includes a career goals document, but the career goals document does not contain *each* of the given elements. | **Competent**  The submission includes a career goals document that contains *each* of the given elements. |

D:CSS STYLE SHEET

|  |  |  |
| --- | --- | --- |
| **Not Evident**  The submission does not include an external CSS style sheet. | **Approaching Competence**  The submission includes an external CSS style sheet, but the style sheet does not contain *each* of the given CSS components or is not linked to *all* HTML pages. | **Competent**  The submission includes one external CSS style sheet that is linked to *all* HTML pages and the given CSS components applied to at least 1 HTML element in parts A, B, or C. |

E:[SOURCES](https://lrps.wgu.edu/provision/71484321)

|  |  |  |
| --- | --- | --- |
| **Not Evident**  The submission does not include both in-text citations and a reference list for sources that are quoted, paraphrased, or summarized. | **Approaching Competence**  The submission includes in-text citations for sources that are quoted, paraphrased, or summarized and a reference list; however, the citations or reference list is incomplete or inaccurate. | **Competent**  The submission includes in-text citations for sources that are properly quoted, paraphrased, or summarized and a reference list that accurately identifies the author, date, title, and source location as available. |

F:[PROFESSIONAL COMMUNICATION](https://lrps.wgu.edu/provision/27641407)

|  |  |  |
| --- | --- | --- |
| **Not Evident**  This submission includes pervasive errors in professional communication related to grammar, sentence fluency, contextual spelling, or punctuation, negatively impacting the professional quality and clarity of the writing. Specific errors have been identified by Grammarly for Education under the Correctness category. | **Approaching Competence**  This submission includes substantial errors in professional communication related to grammar, sentence fluency, contextual spelling, or punctuation. Specific errors have been identified by Grammarly for Education under the Correctness category. | **Competent**  This submission includes satisfactory use of grammar, sentence fluency, contextual spelling, and punctuation, which promote accurate interpretation and understanding. |