Creating Your Resume

Exercise 5: Resume Revision

Instructions

Now that you have a completed draft of your resume from the **Exercise 3: Foundational Resume Draft** activity as well as feedback from your partner from the **Exercise 4: Resume Pair Feedback**, you should take some time to revise your resume so that you have a polished starting point as you begin applying to specific jobs.

Tasks

1. Is the story your partner described in their feedback the one you want to be telling? Make changes to try to bring the story your resume tells into better alignment with the one you want to tell.
2. Using the feedback your partner gave you on the rubric, focus on making changes to bring up these scores.
3. Complete this checklist for a final edit:
    - ☐ Font sizes all match the original template.
    - ☐ Bullet points are all formatted the same.
    - ☐ Spelling, punctuation, and grammatical errors have been corrected.
    - ☐ Buzzwords have been removed.
    - ☐ Links to your LinkedIn (if you have one), GitHub, and any deployed applications include the full URL and are clickable.
    - ☐ Each section is complete:
        - ☐ Header
        - ☐ Summary
        - ☐ Skills
        - ☐ Project Experience
        - ☐ Work Experience
        - ☐ Education
    - ☐ Bullet points use action words, focus on outcomes, and–in the case of project experience–focus on the user experience or your technical decision-making.

Setup

You will need to complete both the **Exercise 3: Foundational Resume Draft** activity and the **Exercise 4: Resume Pair Feedback** before you complete these revisions.

Submission

1. Make sure your resume Google Doc is shared such that anyone with the link can comment on it.
2. Enter the URL for your Google Doc in the field below and then press submit.