Visualizing Your Resume: Graphic Organizer

Step 1:
What kind of resume am I creating? (job, award, scholarship, etc.)

Step 2:
Who is my audience?

Step 3: What are the 3 Fs?

Form:
I should format this to look...

Function:
My purpose is to...

Effectiveness:
To make this effective, I need to do the following...

Step 4: What should I include in my content?

Education Information:

Work Experience:

Volunteer Experience:

Extracurricular Information:

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