



WORK SAMPLES

Work samples are a very brief display of your design and graphic communication skills. Usually one to three pages in length, they are your best design examples that you send along with cover letter and résumé as part of a job application. This document offers little to no process, just “eye candy.” That said, put as much care into its design as you would your portfolio.

Work Samples Content

- Your best work from Studio, including little to no process work or written narrative
- A few additional examples of your graphic capabilities, as page space and file size allow

Always adhere to page or file size limits described in job posting. To do so quickly and easily, many students find it's good to have separate one-page, two-page, and three-page (or more) work samples documents ready to go.

Writing

Text and captions explain content and also demonstrate your writing ability. Be mindful of text and image integration. Can your viewer tell which text goes with which image? How are you representing course names?... project titles?... written narrative?... captions?... page numbers? Establish a consistent scheme for font types, effects (bold, underlining, etc.), and sizes.

Remember, every document must be 100% free of spelling, grammar, and punctuation errors. Once you have a résumé drafted, make an appointment with the Learning Resource Center (writingcenter@the-bac.edu).

Printing should be simple and inexpensive. Print on good, color laser paper (or similar), not print on regular copy paper.

Additional Portfolio Resources

- Check out the award-winning sample BAC student portfolios on reserve in the BAC Library. They're behind the check-out counter. Ask a library clerk to see one (or two... or three). View them critically with an eye for what the students were thinking as they were making them.
- In addition to spelling, grammar, etc., the Learning Resource Center (writingcenter@the-bac.edu) can help with narrative, concept, clarity, structure, layout, readability, etc.
- Photography, Photoshop, InDesign workshops; Portfolio Forums and Workshops Workshop (look for flyers, check the Student Development Blog)
- VS222: Portfolio Design, can/should be taken along with your second or third studio.
- Receive feedback from your program head, Foundation Studio staff, or Studio instructor, firstname.lastname@the-bac.edu.