

## Portfolio Instructions

### For the **Peter & Katherine Conover Scholarship**

Prepare a portfolio with a minimum of four samples of your work. You may submit work done for a course, for an internship or for an employer in a professional setting. Any work submitted must be your work in its entirety. Group projects should not be included.

Work submitted must fall into one of the following categories: 1) Media Arts or Game Development projects or applications for distribution via the Internet or some tangible media forms (some examples would include video games or smart phone applications developed by the applicant), 2) video or audio documents for television or radio or Internet Web sites, 3) video or audio documents prepared for nonmedia-based organizations (such as a private corporation, nonprofit organization or government agency) for distribution through the Internet or on tangible media, or 4) works of journalism prepared for radio, television, print publication or Internet-based news sites.

Place copies of the documents that you would like to submit in a folder or binder. Include a brief description of each document in the portfolio. Include in each description an explanation of the purpose of the document, the reasons for which it was prepared, and whether it was actually distributed to an audience or not (for example, if a television news report is included in your portfolio, indicate whether it was prepared for a class or internship or some other professional setting and whether it was broadcast on the campus television network or by some area television station or never broadcast at all. Or, another example, if you have included a smart phone app that you produced, explain whether it was prepared for a class or for some other purpose and whether it was ever distributed to some audience and whether people are using it or not.)

If you are including Internet Web-based documents in your portfolio (such as a Web page that you prepared), include a screen capture and list the URL address on a sheet of paper so that the committee members can visit the site. For other digital documents, place copies on a flash drive or disc and include it in the portfolio. Include a sheet of paper with a list of the documents on the flash drive or disc.

Place a cover page on the portfolio with your name and the scholarship for which you are applying.

Turn in the portfolio to the Communication Department Office (Heide Hall 464) by 4 p.m., February 15.

If you have questions about the portfolio, contact Dr. Ed Frederick, [frederie@uww.edu](mailto:frederie@uww.edu), 262-472-5066.

### For the **Martino Journalism Scholarship**

Prepare a portfolio with a minimum of four samples of your work. You may submit work done for a course, for an internship or for an employer in a professional setting. Any work submitted must be your work in its entirety. Group projects should not be included.

Work submitted must be works of journalism prepared for print publication or Internet-based news sites.

Place copies of the documents that you would like to submit in a folder or binder. Include a brief description of each document in the portfolio. Include in each description an explanation of the purpose of the document, the reasons for which it was prepared and whether it was actually distributed to an audience or not (for example, if a magazine news report is included in your portfolio, indicate whether it was prepared for a class or internship or other professional setting and whether it was used by a publication.)

If you are including Internet Web-based documents in your portfolio (such as a news story for a Web-based publication), include a screen capture and list the URL address on a sheet of paper so that the committee members can visit the site.

Place a cover page on the portfolio with your name and the scholarship for which you are applying.

Turn in the portfolio to the Communication Department Office (Heide Hall 464) by 4 p.m., February 15.

If you have questions about the portfolio, contact Dr. Ed Frederick, [frederie@uww.edu](mailto:frederie@uww.edu), 262-472-5066.