

USE POINTS FOR ACCOUNTABILITY AND MOTIVATION  
NAME \_\_\_\_\_

**WORLD HISTORY RESUME PROJECT**

Late Nineteenth (1870's) to mid-Twentieth (1940's) Century Historical Figure

DUE DATE: \_\_\_\_\_

**REQUIREMENTS: RESUME** (one side of page only/typed or blue or black ink)  
A resume is used to help a person show how qualified he or she is for a particular position. In your résumé, you will BE the person you have researched and you will include the following items:

- |            |                     |  |
|------------|---------------------|--|
| _____ / 5  | Objective-          | be creative- tell what position for  |
| _____ / 15 | Work experience-    | This lists job descriptions  |
| _____ / 15 | Accomplishments-    | Describe the great things that you have done here: Your paintings, novels, inventions, engineering feats, Etc. Including dates.  |
| _____ / 5  | Education-          | Whether formal or informal, describe your education here, beginning with the most advanced degree first.   |
| _____ / 5  | Interests-          | Include hobbies and other past times you enjoy.  |
| _____ / 5  | Other-              | This may include professional organizations you belong to, personal information you would like to share, or perhaps a quote or something else you are well known for. You may discuss the impact of what you have done. You may include a list of references also. |
| _____ / 10 | NEATNESS            |  |
| _____ / 15 | Bibliography Cards  |  |
| _____ / 15 | Formal Bibliography |  |
| _____ / 90 | TOTAL POINTS        |  |
| _____      | Percentage Grade    |  |

Put point values on each part of an assignment.

Your expectations will be clear and students will think twice before skipping parts.

Rubrics can be used in the same manner.

Your "name" (topic you have chosen) must be prominently displayed on the project. You should also include an *address and e-mail or telephone number*. Obviously, these may be fictional. Be sure to *include your real name* here, too. Spelling, grammar, and punctuation are all critical. There is a program on MSWord called Resume Wizard that may be used.

Point values for each section are listed above. Write your formal bibliography on a separate sheet of paper, and tape your cards to the back of it.

Points earned = PE  
Points possible = PP