Assignment - Portfolio Development. A web-based professional portfolio is one strategy to demonstrate your capabilities to a prospective employer. Nursing professionals are expected to be proficient in the use of technology. Electronic portfolios (e.g. wix.com) are becoming a standard part of the application process for professional employment. A resume, with a cover letter, is generally the first opportunity a prospective employer has to evaluate your qualifications for a given position. A resume is a brief summary of your background, education, and experience. A cover letter highlights your qualifications for the specific position you are applying for. Used as a marketing tool to sell yourself, the resume should be no longer than two pages (preferably one), easy to read, neat and error free. Textbook and campus career services are appropriate resources for ideas about how to develop a resume. A prospective employer will also require professional letters of recommendation in considering a candidate for a nursing position. Your request for a letter of recommendation will impact the quality of the letter. The way in which you present yourself using these documents is an integral part of the hiring process. The e-Portfolio should be written as if you are applying for a position after obtaining your BSN. Here's a sample of a developed e-portfolio - click this link - https://nbibi245.wixsite.com/portfolio Overall, the requirement are · Resume-2 pages · Cover letter- 1 page: emphasize my qualification to work as RN for medical-surgical floor and mental health · Request for a letter of recommendation-1 page