Your portfolio should demonstrate the way you think creatively through your work, as an individual and, if applicable, collaboratively with others
- How you see the world
- Topics you are taking on, what you are interested in. Examples from previous submissions are:
  - Poetry
  - Science papers
  - Economic abstracts
  - Design work
  - Built work (design-build projects of a variety of scales and scope)
- You should be sharing how you use your voice as a creative individual
- Be mindful of demonstrating creativity as a form of critical thinking and not simply something that appears to be “artistic”

Portfolio as a process
- Your portfolio should be a comprehensive synthesis of your skills.
  - This should not represent a totality of your work. It should represent an evolution of your thinking process over time. Think of it as showing an arc of thinking, from idea to finalized project.
    - What tools or equipment did you use?
    - What generations did your project go through before you came to the final product?
  - Highlighted should be:
    - Evidence of critical/creative thinking
    - Demonstration of processes of visualization
    - Questions of space, form and materials
    - Process of constructing and assembling an idea
- Avoid including too many projects or items in your portfolio

Format
- Typical portfolios highlight 5-10 projects, organized as chapters
- The projects may have a thematic link, or are organized under a topic
- Each chapter has a short description to orient the viewer, and utilize legends throughout to illustrate drawings
  - For example; each piece should have minimal text that includes
    - Title/Name of work
- Circumstances under which it was executed (for example, if it was created as a group endeavor)
- Medium and size
- Short project description
  - Look to publications on ISSUU, design magazines or other materials for inspiration
  - Avoid Gimmicks
    - Limit extraneous graphic information
    - Do not give running commentaries or lengthy descriptions
    - Be straight-forward in your presentation
  - Items to consider
    - Landscape or portrait, relationship of the verso v. recto pages
    - Physical size: 8.5 x 11, 8.5 x 14, 11 x 17
      - (8.5 x 11 recommended)
    - Binding
    - File size – (Application can hold no more than 15 MB)
    - Full page bleed and spread frame
    - Compositional consistency
    - Typeface, size, weight
    - Clickable links (if you have work located elsewhere that we should be viewing, e.g. animation work)
    - Maintaining an implicit structure that your reader can understand
- Designing Your Readers Experience
  - Think about how you want your reviewers to go through your work. How you design that sequence is as important as the content
  - First page and indexing
    - How is the initial presentation grabbing your reader?
    - How are you organizing your work and bringing us through your process and way of thinking?
      - Chronologically (typical)? Material explorations? Other unique dimensions of your work?
  - “Embrace iterative processes” – There are multiple ways of addressing a problem, show us how you approach those issues.
  - Control the hierarchy on the page. Have an intention of what you would like the viewer to focus on or see first.
  - Be sure to design pauses on the page – don’t pack each page full of images and graphics
  - At the UVA School of Architecture, our main goal is to get an understanding of how you work, and your portfolio is evidence of your process and results. Even less-developed work that is an important part of your process is good to include as long as it is presented rigorously (e.g. sketches on napkins, doodles, etc.)