

Management Studies Concentration

Ideas: Electronic Integrative Portfolio



Work/Community/Club Activities

- Certificate of participation in a program
- Performance evaluation written by a supervisor or other individual
- Outline of a plan you designed to lead a program or presentation
- Pictures of members participating in an event you helped to plan.
- Invitation/Program/Poster designed for a special event.
- Records you maintained (non-confidential) for accuracy
- Record of your sales achieved for fund raising
- Employee/Volunteer of the month award

Classroom/School Experiences

- Example of assignment with special comments from instructor
- Actual item created through a class project or a picture of the item
- Report on a topic of special interest
- Outline of a memorable presentation to a class or a PowerPoint of the presentation
- Certificate of completion of class or assignment
- Letter written to individual you were required to contact for a class assignment
- Pictures or souvenirs from a place you traveled to for a field trip or study abroad
- Positive evaluation received from instructor or supervisor
- Summary of a research project you designed
- Videos of performances

Academic Recognition

- Letter or certificate which recognizes you as a scholarship recipient
- Letter or certificate which designates you as a Dean's List member
- Summary of scholarly research project and/or results
- Newspaper article noting recognition of special honors

Extracurricular Activities

- Special award for participation in an event, or for winning or placing in competition
- Newspaper clippings of individual or team accomplishments
- Pictures of team or individual participation in an event
- Letter or commendation from coach, advisor or other individuals associated with athletic achievement.

Special Skills

- Examples of items created using computer software or program languages
- Correspondence written in a foreign language or documentation of a study abroad
- Evidence of a hobby, craft, or topic of special interest
- Certification of skill level such as Water Safety Instructor, First Aid, or CPR.

Management Studies Concentration • www.stolaf.edu/depts/mgtstudies/ • 507-786-3904
Center for Experiential Learning • www.stolaf.edu/services/cel/ • 507-786-3268

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Ideas: Experiential Learning Activities

(Based on previous Management Studies Concentrators' experiences)



- Sales and Community Relations Assistant, *Minnesota Twins*
- Corporate Communications Intern, *Carlson Companies*
- Buyer Analyst Intern, *Best Buy Co.*
- Intern, *Vern Carver and Beard Art Galleries*
- Fund Raiser, *St. Olaf Art Club for Northfield elementary art program*
- Events Marketing and Fundraising
- Concertmaster
- Intern, *Yellowstone Public Radio*
- Assistant Financial Planner, *World Financial Group*
- Administrative Intern, *Greater Minneapolis Crisis Nursery*
- Volunteer, *Radiology Department at Northfield Hospital*
- Co-captain, *St. Olaf Dance Team*
- Director, One-act play
- Chairperson, *Relay for Life*
- Treasurer, *St. Olaf Cancer Connection*
- Managing Editor, *Alive Magazine*
- Counselor, *All-State Orchestra* and *St. Olaf Summer Music Camp*
- Job Shadow, *Fairview Hospital System*
- Researcher, St. Olaf departments
- Mentor, Church Youth Group
- Human Resources Intern, *American Red Cross*
- Mentor, *TRIO program*
- Coach, Special Olympics
- Sales Representative
- President, *Ole Ventures*
- Senator, *St. Olaf Student Government*
- Business Manager, *Manitou Messenger*
- Junior Counselor, St. Olaf College
- Juvenile Probation Intern, *Hennepin County*