

Portfolio (if required)

- **Format:** Digital (PDF or online portfolio) or physical submission
- **Content:**
 - **Cover Page:** Name and contact details.
 - **Introduction/Overview:** Brief description of the portfolio's purpose.
 - **Project Sections:**
 - Title of the project.
 - Description: Briefly explain the project's context, objectives, and outcomes.
 - Visuals: Screenshots, photos, or diagrams of work completed.
 - Reflection: Explanation of your role, challenges faced, and what you learned.
 - **Conclusion:** Brief summary and contact details.
- **Tone:** Professional and creative, show casing your best work.