

Class of 2015

Brag Sheet & Résumé

Your résumé is a document that includes a list of activities, accomplishments, work experience, and educational experience.

The brag sheet is essentially the answers to the questions provided to you by the Guidance department.

Every year we ask that students update an existing résumé and answer the brag sheet questions to give their guidance counselor and recommending teachers an opportunity to add additional information to their letters of recommendation.

Please upload your résumé and brag sheet answers to your student Naviance account for your Guidance Counselor.

Log in to your Naviance account at:

<http://succeed.naviance.com/amsu>

In addition, please provide a hard copy of your résumé and brag sheet for your recommending teachers.

Résumé Instructions

When you have logged in to your Naviance account, please go to the “About Me” tab. On this tab, click the “Résumé” link.

Résumé

- Use the résumé builder to include the information that you would have typed on your résumé.
- The résumé builder will help you as you build your résumé. It provides tips and helps to make your résumé structured.
- When you have completed your résumé, please click on the “customize your printable resume” tab.
- Customize and save your printable résumé so that it can be printed at a later date.

Brag Sheet

- Please upload your brag sheet answers to the journal entry provided by Ms. Boland
- Click on the “Journal” link from the “About Me” tab.
- The brag sheet and resume folder has already been shared with you.
- Please click on the link to “add new journal entry”
- In this journal entry you will be able to upload and attach the answers to your brag sheet questions.

Thank you for taking the time to upload your brag sheet and resume!