

Professional Practice PORTFOLIO content.

Hi all!

I just wanted to put up some further guidelines to help you get your PORTFOLIO in order while you have some time 'at home'.

I think it is best to see it in several 'chapters', this will not only organise the Portfolio, but also your mind.....maybe.

Separate the folder into specific chapters, there will be some cross over information and that isn't a problem at all. You decide which piece of info goes in which chapter, you not going to be marked on how you have organised it, as long as each 'chapter is represented in some way. If you have included something in each of these chapters I have outlined below.

CHAPTER 1: MY AIMS AND PLANS

Include things such as -

SWOT analysis

'Where am I now' observations.

'Where I want to be' observation.

'How am I going to get there' information (research, expanding skills, courses, etc) also include the things you have done – how your plans have changed along the way and why – as your ideas change and develop add these discoveries in to this chapter. Include emails, or website details. This should be an ever evolving chapter as you add in your progress and your discoveries. These can be personal as well as practical eg I thought I wanted to be a train driver but after catching a train I realised that it was boring and not for me, however I do love to travel so I am now going to be a holiday rep etc....

Your short/mid/long term goals will also go in here. Make sure you include dates and those goals that you have completed and those yet to do – this will focus your planning on HOW to get there.

CHAPTER 2: PREPARATION AND EXPANDING SKILLSET

Include such things as –

Your audition speeches (make sure you write up **for each speech** why you have chosen the speech linked to your casting type etc. Do not include speeches that you like but you would NEVER be cast as. These speeches are specific to you not an account of the types of plays you love.)

Any workshops, shows or your relevant industry fairs/open events/classes that you have attended (you might touch on some skills you have learned in this module or others that you are exploring further. eg you may want to research more into devising and have watched a practitioner tutorial on YouTube or read a book about it)

Learning to drive – include why this is important for your chosen field.

Voice reel – learning to put this together is a valuable skill

Your CV (you might have different ones for casual work, teaching placement, workshop leading, acting, etc.)

Signing up to relevant affiliations or societies such as Equity, Etsy, YouTube etc etc. Always say why these are important to your chosen industry.

Newsletters that you have signed up for – The Stage, Casting sites, Theatres, Artists etc and why these are important for keeping you up to date with what is happening in your 'field'.
Engaging in Social Media as a publicity/branding platform – what have you done to raise your profile/make connections/build relationships/create content.

CHAPTER 3: REFLECTIONS

Include such things as –

Your Professional Masterclass reflective analysis – ensure that you have written up each of the masterclasses and workshops that you have attended. Always bring your reflection back to your chosen career path. What YOU got out of it. If it's positive then you can add this into the way you make your plans. Eg if you loved the way Hannah worked on 'intention' then you could research more on that and how other practitioners work. If there was something you didn't like then HOW does it feed into your chosen path. Eg Rebecca's talk on the importance on being proactive as a performer has made me realise that I may not be suitable for that industry OR makes me realise that I need to improve my engagement with the industry and therefore I will.....

Your modules so far – you may find that a specific module has pushed you towards a certain way of working – devising/absurd/improv/ - reflect on all the things you have learned during the course and which have defined your working methods as an actor. OR what soft skills have you learned from previous modules that you can take into your chosen career path eg collaboration/leadership/time management/empathy etc.

CHAPTER 4: BIBLIOGRAPHY

Include such things as –

Websites

Research books

Plays

Research articles/journals

This section should be an easy way to find things that have been useful to you and give a sense of the resources you have used as you have put plans together and explored your options.

CHAPTER 5: MY PRESENTATION

This section should start to include some of the things you are going to include for your PDP. It may have scribbled notes under the titles 'Where I was', 'where I am' and 'where am I going'. This will begin to form your presentation.

Remember you will be HANDING THESE PORTFOLIOS IN therefore if you have any information that you would like to keep, please make a copy.

I hope this is helpful to focus and concentrate your work while you have some time away from rehearsals.

Any questions, let me know.

Lynne x

