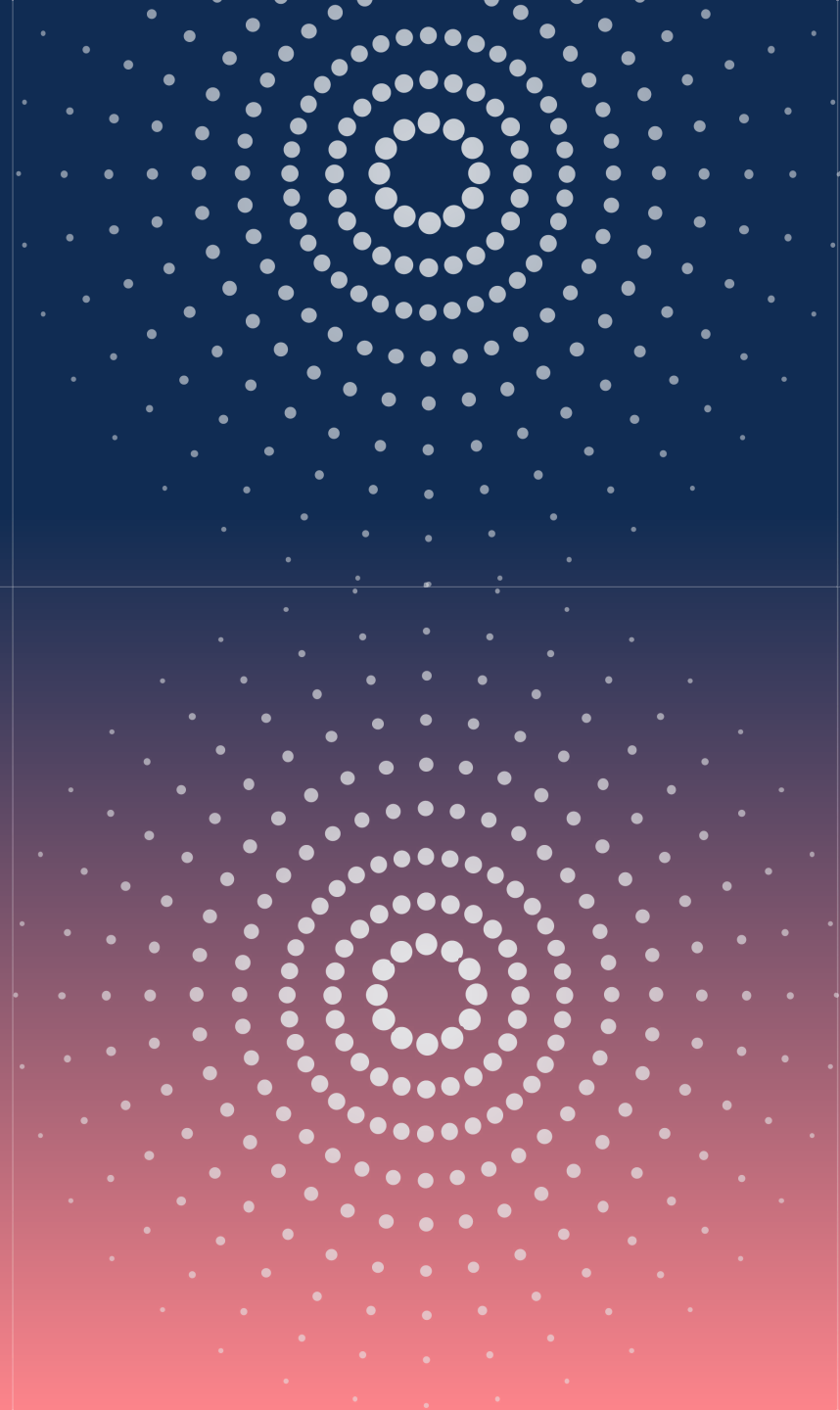




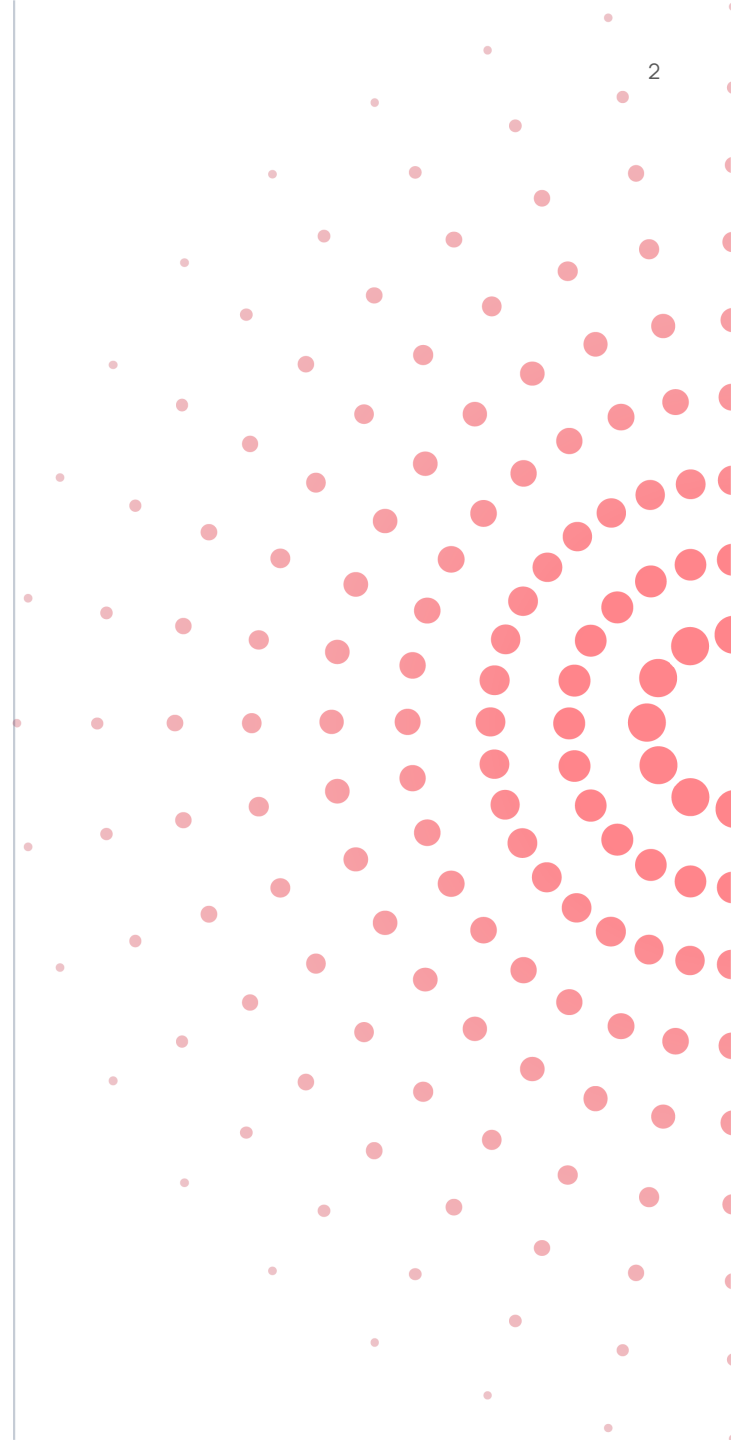
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Portfolio guidelines

AUIC School



Those indicated here are general guidelines formulated as suggestions with the purpose of helping students defining their portfolio.



TECHNICAL REQUIREMENTS

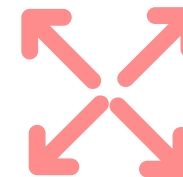
Check the technical requirements in the Call for International Mobility available on the designated [webpage](#).



PORTFOLIO
Max 10 MB



PICTURES
Max 300 DPI



FORMAT
A4 PDF

PROJECT SELECTION

- The portfolio must be **short, complete** and **powerful**. It must show your **skills** and **expertise**.
- It is recommended to include both **academic and non-academic projects**, if you have any.
- It is also possible to add **partial projects** – sketches, drawings, models, etc. – provided they are well presented. We particularly recommend doing so if you are at the start of your academic career.
- If you have multiple projects to choose from, **select the projects** that you consider the best.
- There is **no minimum or maximum number** of projects required.

ACADEMIC PROJECT SELECTION

For **students enrolled in the 1st or 2nd year of the BSc** who do not have many projects:

- the evaluation of the portfolio will take into account both the quality and the execution of the projects,
- the number of projects is therefore proportional to the years of study completed.

For students with an **academic program prior to the current course of study**:

- You can include diversified projects, especially if you consider them useful and sufficiently complete to describe your academic path.

PROJECT PRESENTATION

1. For each project, please specify:

TITLE

Indicate the title chosen for the project.

SUBTITLE

Add a short explanatory subtitle of the project.

SCOPE

Specify the scope of the design to which the project refers.

TEACHING

Indicate name of the course in which the project was developed and the year of creation.

ABSTRACT

Write a short abstract introducing the project with its objectives and any other useful information.

CO-WORKERS

Specify if it is a group project and/or if the project has been developed in collaboration with an institution or company.

PROJECT PRESENTATION

2. About the **pictures**:

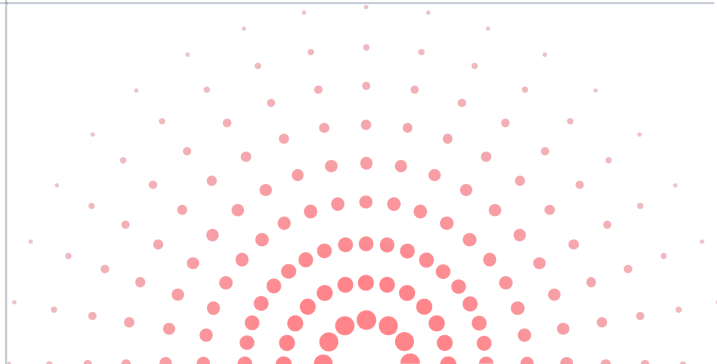
- For each project it is recommended to choose images that are as complete as possible.
- If students own them, they can provide:
 - studio photographs of the project,
 - photographs in context,
 - any technical details,
 - 3d models, maquettes, prototypes
 - video frames (it is **not possible to attach videos or insert any type of link to external sources**).
- It is required that images **do not exceed 300 DPI**.

PORTFOLIO STRUCTURE

As regards the order of the projects, **there is no specific requirements**. There are various options, eg:

- chronological order,
- order by project type,
- division between academic and non-academic projects...

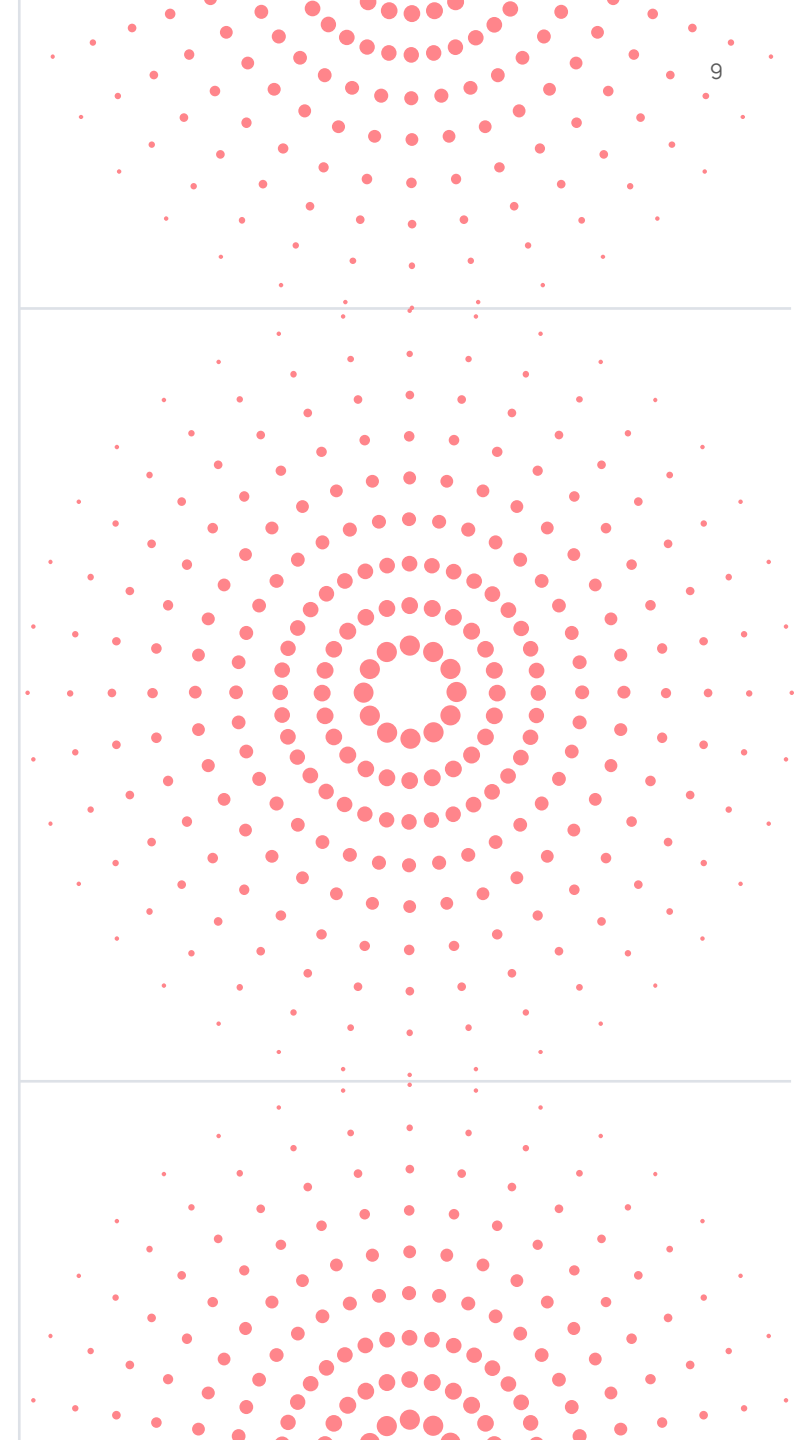
It is recommended to prepare the **portfolio in English** to speed up the process in case the host university requires a portfolio.



PORTFOLIO COMPOSITION

1. Useful information

- The graphic composition of the portfolio is a **design itself**.
- It is advisable to devise a **graphic system that could be coherent from the beginning to the end** of the portfolio.
- The basic rules for composition are **internal coherence**, correspondence with the content, and **readability**.



PORTFOLIO COMPOSITION

2. Besides the content, the portfolio must have an **appealing form**.

Here are some examples of what must be generally **avoided**:

- inexplicable color choice,
- one font for all the contents,
- extensive use of caps-lock,
- absence of any layout structure,
- absence of any visual focus,
- absence of hierarchy between different contents (except from colors).

COMPOSITION TIPS

1. Find a **common denominator** linking the projects in the portfolio.

Find **relevant references** for the concept chosen.

2.

3. Set a **grid system** for ruling the layout:

text columns must be designed according to the page and font size to avoid the text-wall effect. It is advisable to have a service column for notes, captions, or short summaries.

Select **two fonts** for writings:

one with serif for the text and one sans serif for titles, notes, and captions. Do not use artistic or monospace families

4.

5. Define the **font size** according to the hierarchy:
9-10 pts for discursive text, 8-10 for captions and notes, free for titles.

Select the **pictures** from your projects **that are best** suited to exemplify the concept.

6.

7. **Limit** the use of **colors**, especially for backgrounds.

PORTFOLIO EVALUATION

During the selection process, each student portfolio **will be evaluated in relation to the individual academic path.**

Beware!

Some very selective partner universities might do a second selection on the basis of the portfolio. For these places the promoter Professors will tend to select the most complete portfolios in order to give the student a better chance of being admitted (not guaranteed).

AFTER THE SELECTION: WHILE APPLYING TO THE PARTNER UNIVERSITY

- For partner universities implementing an additional selection, it may be necessary to revise the portfolio after the selection process.
- It is therefore recommended to **contact your Promoter professor** to refine and improve your portfolio based on their suggestions, ensuring that it aligns with the requirements of the host institution and with the study program for which you intend to apply there.
- Additionally, it is advised to **review the application requirements on the partner university's website** and to select projects that are consistent with the chosen program and the institution's profile (e.g., some schools prefer a more technical focus, while others are more academy-oriented).



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**Best of luck with the
selection process!**

