

Portfolio Checklist

Use the table below as a checklist to make sure you have included all required elements for NESA submission:

Tip: You must have a separate title page for each section in bold and Headings/slides for each element.

Inclusion	Y/N
Title Page	y
Contents Page	y
Design	y
Statement of Intent	y
Research of components, processes, technologies and resources - Mind Map	y
Research of components, processes, technologies and resources - Materials	y
Research of components, processes, technologies and resources - Joinery	y
Research of components, processes, technologies and resources - Adhesives	y
Research of components, processes, technologies and resources - Finishes	y
Selection and justification of appropriate materials, processes, technologies and resources	y
Development of Ideas - Idea Generation	y
Development of Ideas - Sketching	y
Development of Ideas - Orthographic Drawings	y
Development of Ideas - Working Drawings	y
Development of Ideas - Cutting List	y
Management and Communication	y
Appropriate design and/or design modification	y
Timeline Plan	y
Finance Plan	y

Record of Production	y
Evidence of WHS and safe working practices	y
Presentation skills and techniques, including ICT skills	y
Ongoing Evaluation	y
Production	y
Quality of product	y
Evidence of a range of skills	y
Degree of difficulty	y
Use of appropriate materials, components, processes & technologies	y
Links between planning and production	y
Evidence of solutions to problems in production	y

