

Own Your Story · Building a Standout L&D Portfolio

MAKE IT VISIBLE

YOU ALREADY HAVE
A PORTFOLIO

MICHELLE DESHOTELS



PRESENTATION MAP

 Where We Are - What's Ahead →

01

Recognize
portfolio-worthy
work

02

Show the
skills
+ thinking

03

Decide how
to present
the work

04

Bring your
own
voice



IT STARTED WITH SIX LINKS...

☐	PPT_Formulary_Training_FINAL_012022	01/27/2022 11:18 AM	 	0 View History	(no tags)	cmi5
☐	Example - Training Standards FINAL 110121	01/27/2022 11:02 AM	 	0 View History	(no tags)	cmi5
☐	Template - L&D Project Plan MD 082819	01/27/2022 10:58 AM	 	0 View History	(no tags)	cmi5
☐	Video - Overall Performance and Filter Students (040317)	01/27/2022 10:55 AM	 	0 View History	(no tags)	cmi5
☐	Process Mapping	08/13/2019 12:56 PM	 	0 View History	(no tags)	SCORM 2004 3rd Ed.

**5 Conventional
examples**

**1 Non-Work
Very Michelle
example**



If it shows who you are, it may earn a place.

THE WORK GREW ~ THE CONTAINER CHANGED



2022

6

LINKS



2025

12

PAGES



Available Now

WEBSITE

The portfolio has always existed. The way I shared it has changed.

THE WORK $\neq$ THE CONTAINER



The work is the portfolio. Everything else is how you choose to share it.

INTERACTIVE TOOL

Live Now

You Already Have a Portfolio

An interactive tool to help you find your work, show your thinking, make deliberate decisions, and share it in a way that's you.



FIND THE WORK

Surface experiences you may not have recognized as portfolio-worthy.



SHOW THE THINKING

Uncover what your work demonstrates and what evidence supports it.



MAKE THE DECISIONS

Decide what belongs, what to save for later, and what to leave out.



CHOOSE THE FORMAT

Let the work help determine the best way to present it.



MAKE IT YOURS

Bring your voice into your portfolio while maintaining credibility.



TEST IT

Get feedback and make sure your portfolio is landing the way you intend.



YOUR PORTFOLIO THINKING, IN ONE PLACE.

Start *where you need to* — not necessarily from the beginning.



Private to you. Your thinking stays yours.



Start where you need to.



Export or copy your notes to use elsewhere.



LAUNCH THE INTERACTIVE TOOL →

Start exploring your work.
Start building your portfolio.

MY QUESTIONS, YOUR ANSWERS



6 Tabs

Decide what works for you

NOTE: Closing the browser tab erases your tool info

T1: FIND THE WORK

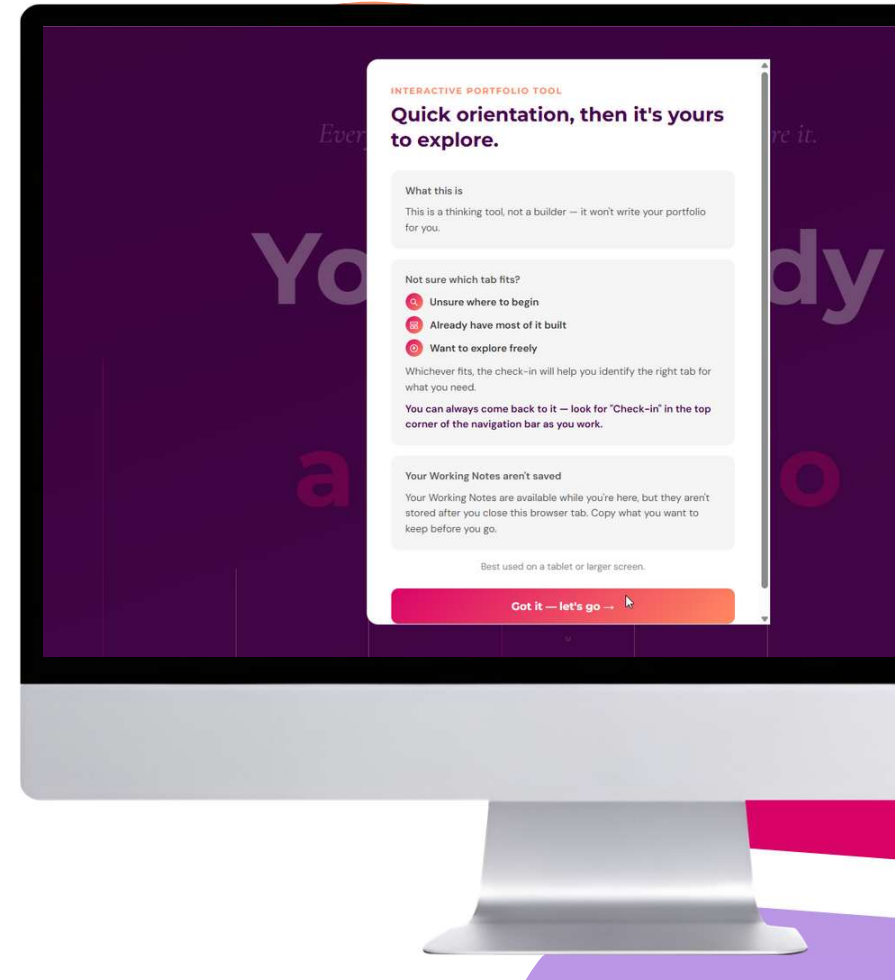
TASK

- Add one real experience
- Can be work or personal
- Don't decide whether it belongs yet



Need an idea? Try one of these:

- A problem you had to solve
- Something you had to learn or figure out
- A time you helped someone or made something work better



TWO TALES



Kesha
ATD VP of Membership

Needs · Themes · Gaps
· Programming

*Adjacent work can reveal
transferable capability*



Yolonda
The Printer Story

Persistence · Troubleshooting
· Standards

*Ordinary experiences can
reveal how you work*

Your title isn't the only place your capability lives.

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T2: SHOW THE THINKING

TASK

- Examine the experience
- See what it may demonstrate
- You decide what it means

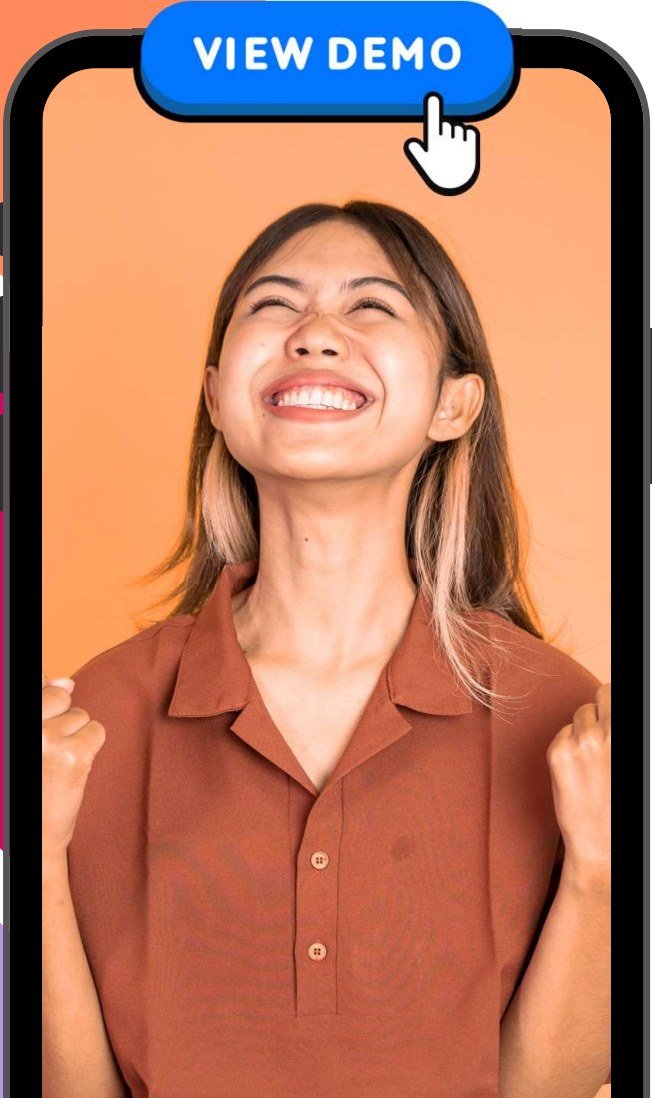


Top Tips

- Want to explore in your own AI? Copy the prompt
- Copy your Working Notes to take with you



Make the thinking visible.



VIEW DEMO

CASE STUDIES

michelledeshotels.com/case-study

When an artifact isn't yours to share, the story around the work can still make your thinking visible

Problems.

Roles.

Decisions.

What I Built.

Evidence I can responsibly share.

I couldn't show the thing. So I showed the work.

T3: MAKE THE DECISIONS

TASK

- Finding something useful doesn't mean you're obligated to include it
- **Be ruthless:** Include/Maybe Later/Out



Top Tips

- No AI here
- Practice the judgment nobody else can do for you



Surfacing the work and deciding it belongs are two different decisions.

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T4: CHOOSE THE FORMAT

TASK

- Complete the assessment
 - Your bandwidth, resources...
 - What do you have to share?
 - Who needs to see it?
 - ... and more



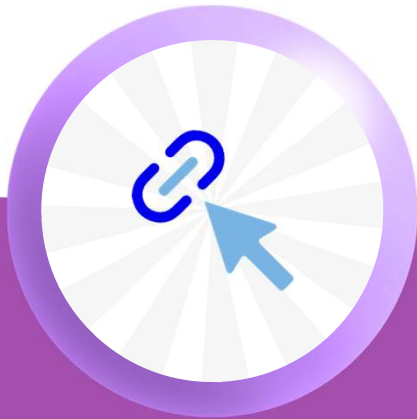
Top Tips

- You don't need to choose until you're ready

Let the work, and the job the portfolio needs to do, determine the format.



THE FORMAT COMES WITH A JOB



6 Links

Fast. Light.
Easy to update.



12 Pages — PDF/Slides

Controlled.
Portable. Static.



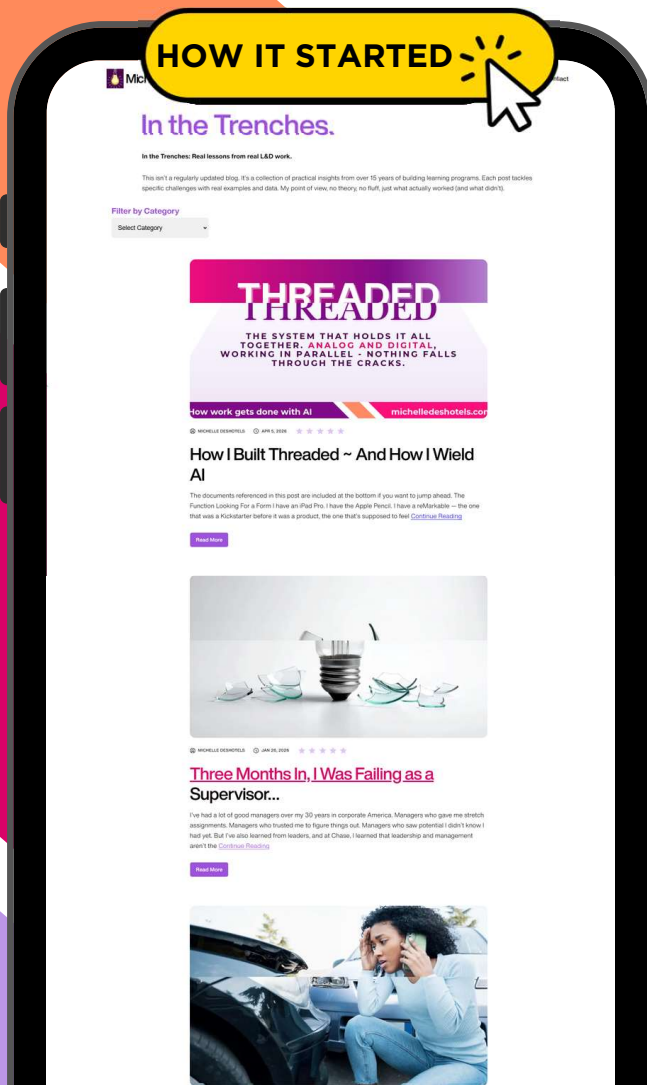
Website



Flexible.
Discoverable.
Maintained.



The container has a carrying cost. Choose one you can live with.



IN THE TRENCHES

michelledeshotels.com/blog

Useful before it was ideal.

The articles worked. The structure did not.
But the page stayed until a better solution was worth the effort.

*Presentation matters.
Something worth presenting, matters more.*

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INVISIBLE RULES

I agree, it's too wordy. Too much scrolling. I would never create a training that way!!

I think our background makes it better for us to create this kind of thing. We know what users do/don't read and how to engage them. I don't think a portfolio is much different.

Plus it's yours. Be daring!

Do something you can't necessarily do for work but is still legitimately professional.

Thank you for "giving me permission" to push the boundaries.

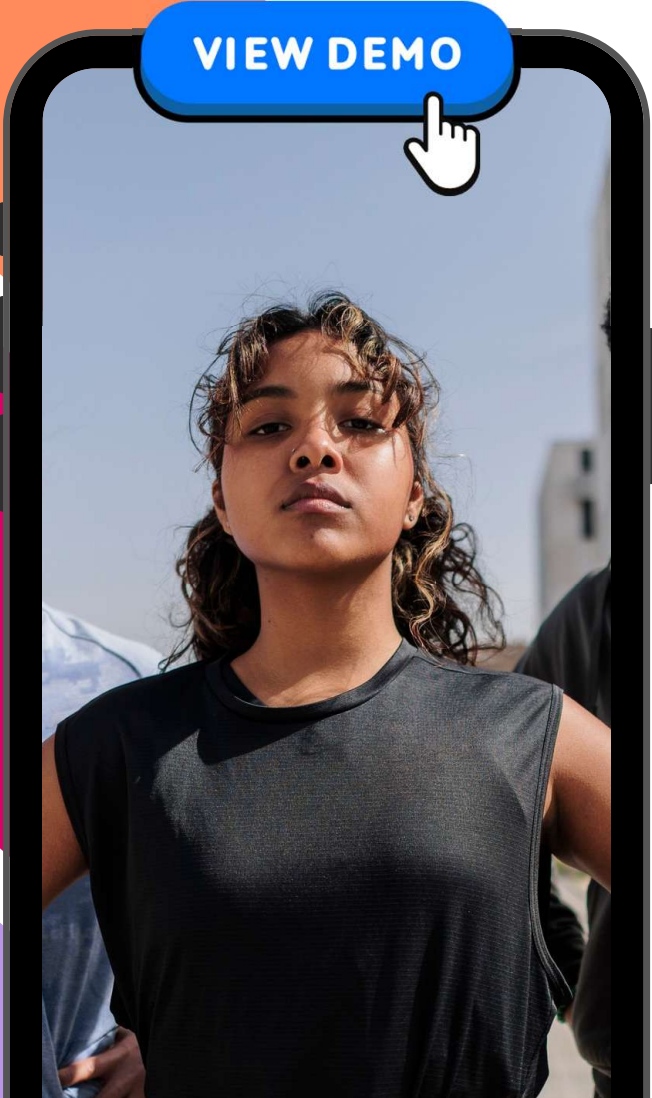
Sometimes the rule holding you back is one you never consciously chose.



*“She may not want the whole truth,
but she does want the real you.
She may not want to see it all at once,
but she does want to see it.”*

— Hitch

The thing no one else can give them...is you.



VIEW DEMO

OBSESSED

michelledeshotels.com/the-work

Irritated → Provoked → Obsessed

I needed a place for thinking that wasn't 'career'.
Sparkpoints that caught my attention —
and wouldn't leave me alone.

*I didn't choose the safest word.
I chose the right word for what I meant.*

T5: MAKE IT YOURS

TASK

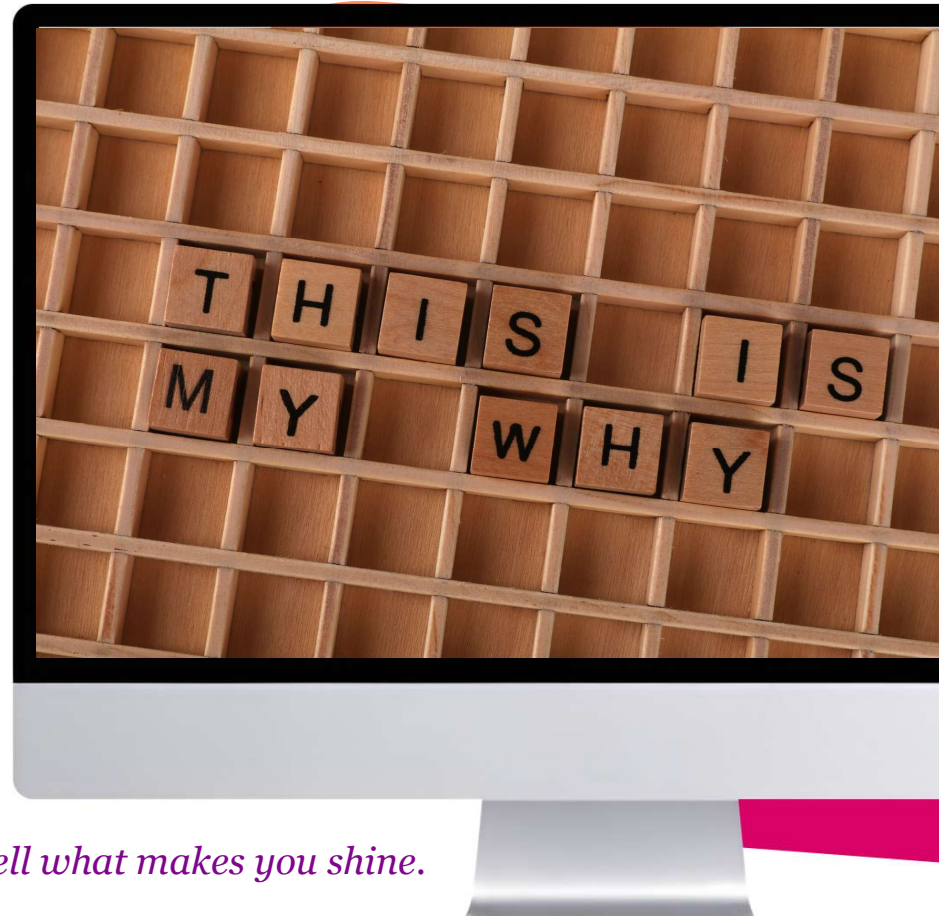
- Examine your voice and what shows up
- Be discerning about what does and doesn't belong
- Use AI as input, not authority
 - Keep it. Edit it. Ignore it. Own it.



Top Tips

- Set your **Voice Standard** for a surprise

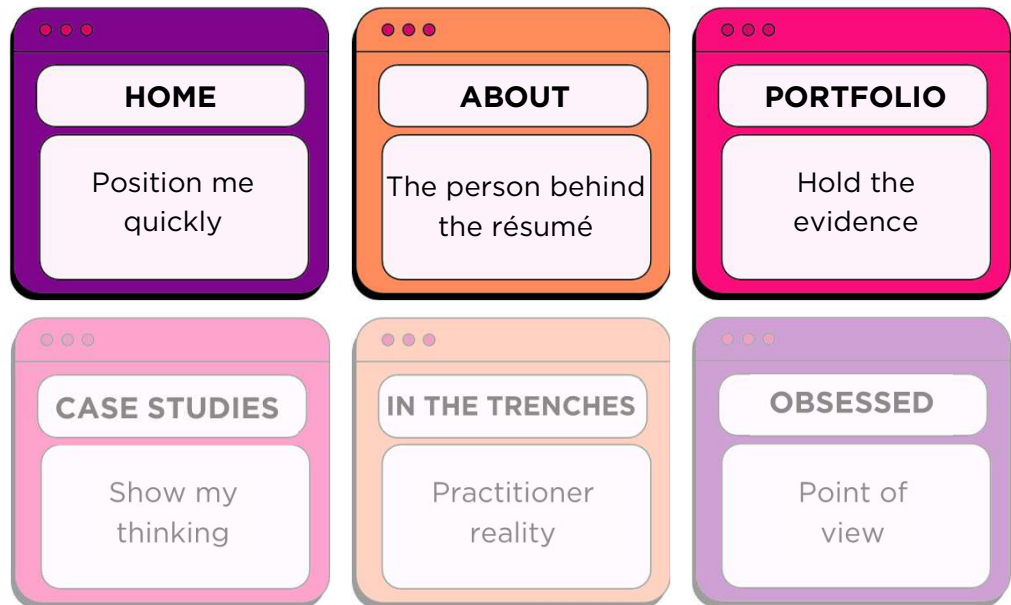
Don't let AI sand you down until we can't tell what makes you shine.





RAPID TOUR

michelledeshotels.com



*The website is the product of my decisions.
It is NOT the assignment.*

THE REAL YOU $\neq$ ALL OF YOU



**RIGHT
THING**



**RIGHT
PLACE**



**RIGHT
TIME**



**RIGHT
AUDIENCE**

**A career portfolio should be accurate, supportable, credible, and show judgment.
None of those things require you to disappear.**

Recognizably you does not mean indiscriminately you. Discernment is not dilution.

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T6: TEST IT

TASK

- Is your portfolio doing what you intended
- Choose reviewers for what you need
 - Peer/Outsider/Family/Friend
- Not everyone's opinion needs to be heard



Top Tips

- Bring your feedback back for reflection after
- Don't forget to grab your **Working Notes**

Feedback is data, not instruction.



FINISHED DOESN'T MEAN FROZEN



6 Links



12 Pages



Website



????

**Enough =
Able to do the job you need right now.**

Not finished doesn't mean unusable

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YOU DIDN'T BUILD A PORTFOLIO



You have thinking to build on



Start wherever you are



Go where you need to



Own your story

You have a place to start — and a way to keep going.



**THANK
YOU**

