|  |  |
| --- | --- |
| Artifact Name | File Management Screen Print |
| Course Subject | File Management Screen Print |
| Last Update | 2008-2009 |
| Rationale | I am including this piece because this is showing that I can be organized.  |
| Knowledge | I learned that being organized is so much easier to find things and make sure things are going to get passed in.  |
| Skills | The skill that I developed was that I am organized and can manage my time very well.  |
| Growth & Improvement Statement | I wouldn’t change anything because I think that I am well enough organized and I don’t need to organize more.  |