

## 2024 SEF Final Report Blog Instructions

We are happy to have you as a contributor to Skidmore's Summer Experience Fund (SEF) blog!

<https://academics.skidmore.edu/blogs/summerfundedexperiences/>

We are excited about this tool, since it's a way for you to share your experiences and what you've accomplished over the summer with the Skidmore community, as well as our donors. It allows us to promote the program to students, parents, potential donors and the entire Skidmore community with creative blog posts from our award recipients.

### **Student Blog Requirements:**

1. Recipients must post their **Final Report to the SEF Blog by 8/21/24** and reflect on the following prompts:
  - Paragraph One: Describe the organization and how you found the opportunity. Please share any tips for other students who may be interested in applying in the future.
  - Paragraph Two: Describe your tasks and responsibilities, particularly any long-term assignments.
  - Paragraph Three: What did you gain? What did you learn? How did it influence your next steps? Consider how your experience **addresses NACE Competencies and give at least three examples**. Describe your level of involvement (observation, participation, performing, teaching) and level of independence.
  - Paragraph Four: Identify those competencies that need further development and the types of experiences that could help enhance them.
  - Closing Paragraph: Please extend your gratitude to those that supported the experience.
2. Photos that are **clear and directly connected to the experience must be attached** to each post (please select large for upload). See below for past recipient Photo Examples.
3. Must be a Public Blog Post
4. Title your Post: Student Name, Class Year, Organization
5. **Limited to 500 words. We reserve the right to edit posts over 500 words.**
6. **Important:** Please select a continent as a category and add a tag with the name of the city where you are completing your experience.

### **Login for Current Students:**

- To access the Community WordPress, you can click on the Community WordPress tile in Okta or login here: <https://academics.skidmore.edu>
  - Username:)** Provide your Skidmore username
  - Password:)** Provide your Skidmore password
- You have also been added to the SEF blog as an Author, which lets you create and edit your posts.
- **Please go to the [Skidmore Blogs login page](#) and select the blog under *My WordPress*.**

### **Tutorials and Assistance:**

- Please be sure to check out the [WordPress tutorials](#) on the Skidmore Blogs homepage
- **LEDS recommends that you first draft and complete your written summary in Microsoft Word because it also shows your word count in the lower left-hand corner. You can use any other text editor you'd like (Google Docs, etc.). We reserve the right to edit posts over 500 words. Once you have proofread it and are ready to**

publish it on the WordPress blog, simply copy and paste the text into the WordPress post editor. Then, add your picture. Then click on Publish.

- Ben Harwood, [bharwood@skidmore.edu](mailto:bharwood@skidmore.edu), is available for assistance or would be happy to do an online training session in-person or via Skidmore's Zoom for students that are having difficulty creating their blog posts.

Please contact the Summer Experience Fund Coordinator, [SEF@skidmore.edu](mailto:SEF@skidmore.edu), with questions.  
Thank you!

### **Blog Post Photo Examples:**













