Example: Story 3 – 2018-3-25 – Created disaster plan)

|  |  |
| --- | --- |
| Description | Skills |
| Subject:[Enter a short 1 or 2 sentence description] |  |
| [Write ALL the details of the story.] | [List skills] |
| Summary: [What you tell someone when they ask you about one of your achievements. One paragraph, 3 – 4 lines. It should trigger their asking you to tell more or explain some aspect in more detail.] |  |