Create Your CIS Portfolio
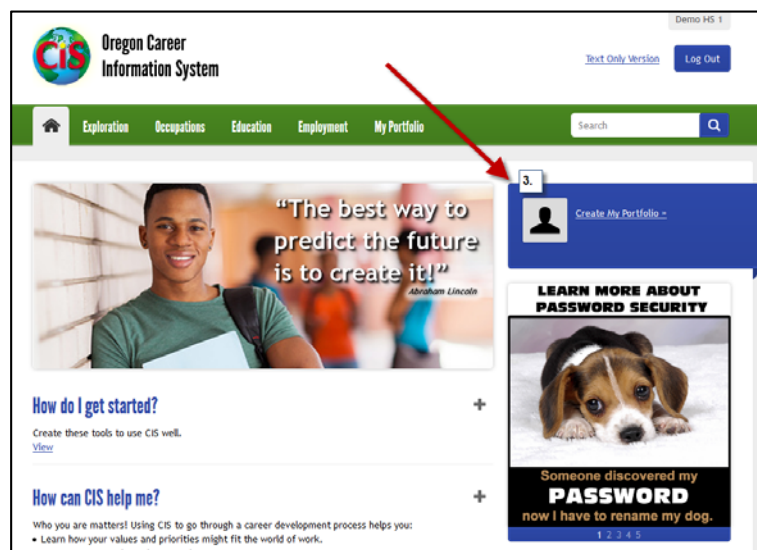
QuickStart

OREGON
CAREER
INFORMATION
SYSTEM

What is this tool?

Your portfolio helps you create the life you want. Anything that can be personalized will be saved in your portfolio. You can save results, write yourself notes on the careers and schools you like, and build personal tools. You can also choose to share parts of your portfolio with mentors. It is a place for you to save the information you need to achieve your dream.

After you graduate, you can continue to access your portfolio through your school's license or you can transfer your portfolio to your new school or organization. CIS is used throughout Oregon, in colleges, public employment offices, and private companies.

Information required to create a portfolio account.

First Name:	E-mail:
Last Name:	Graduation Year:
Username: 6 characters: *Must be unique (no one else can have this in Oregon)*	
Password: 8 characters with: *1 capital letter (ABC) 1 lower case letter (abc) 1 number (123)*	
Security Question 1: Answer:	
Security Question 2: Answer:	

Access Tool

1. Open an Internet browser and go to: **https:// oregoncis.uoregon.edu**
2. Login using your school's username and password.
3. Click on "Create My Portfolio" from the CIS Homepage. Follow the directions.
4. Enter your information.
5. Answer two security questions. These questions will allow you to access CIS and reset your password if you forget it. See back page for the list of security questions.
6. Select the privacy settings, click OK. **Begin to use CIS!**

⭐ TIP

Save your login information in your phone or e-mail so you don't lose your username or password.

If you do forget your username and password, your teacher can help you using their CIS staff account.

Security Questions for Middle and High Schools. You need to answer TWO.

A.   If you could eat any dessert, what would it be?
B.   If you could travel to any city, what would it be?
C.   If you were a cartoon character, who would you be?
D.   If your father/male guardian were a cartoon character, who would he be?
E.   If your mother/female guardian were a cartoon character, who would she be?
F.   In what city did your parents meet?
G.   What does your father/male guardian do for his job?
H.   What does your mother/female guardian do for her job?
I.   What food do you most dislike?
J.   What is the first foreign country you visited?
K.   What is the first video game you played?
L.   What is the most memorable item you took to show and tell?
M.   What is the name of your grandmother's pet? (father's mother)
N.   What is the name of your grandmother's pet? (mother's mother)
O.   What is your father/male guardian's favorite thing to watch on TV?
P.   What is your mother/female guardian's favorite thing to watch on TV?
Q.   What was the last name of your first grade teacher?
R.   What was the last name of your first stuffed animal?
S.   Who is the best singer you know?
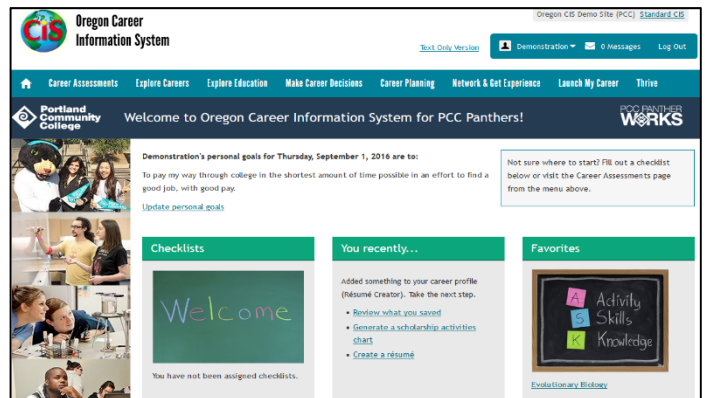T.   Who is the toughest superhero?

Notes

Use these strategies to help you remember your security question answers:

- Think of unique answers that you will remember. For example, your favorite city could be Hogsmeade, Northpole, Mordor, Paris
- Think of something that can have only one answer. For example, if there are many foods you dislike, think of the one that you dislike the very most (so much so that you will remember it!).
- Lie! But do it in a way that you can remember. Think of a funny word that makes you laugh and is memorable: parakeet, parallel, kumquat.

Most popular portfolio tools

- **Career Plan & Checklists:** Provides guided experiences through CIS and a measure of your progress.
- **Résumé Creator:** Records your activities and accomplishments. Information can be exported for OSAC's activity chart for the state's scholarship application, as formatted resumes, and as editable documents.
- **Senior Project/Extended Application:** An in-depth framework for you to use when planning and documenting your Extended Application.
- **Personal Education Plan Report:** PEP pulls information from the student's Portfolio and presents it in one document to fulfill the Oregon Department of Education's requirements for the Education Plan and additionally address the Education Profile.
- **Stored Files and Links:** 20 MB of storage for your favorite documents, résumés, and PowerPoint presentations.
- **Favorites:** All the files you save are located here—along with your notes. Files come from any of the 12 encyclopedias in CIS about education and work.
- **Sorts and Assessment Results:** All your assessment results are saved here—along with your comments.
- **Practice Tests/Learning Express:** Practice tests include PSAT/NMSQT, SAT, ACT, AP, IB, Common Core, NCRC, CLEP, Professional Licensing Exams such as Plumbing and EMT, Praxis, and GED exams, as well as general skill building courses.

PLACEHOLDER. Some schools customize the portfolio landing page in order to help students better use CIS.