








# OVERVIEW

## *Career Services*

### JANUARY

 <b>23</b>	Internship Preparation, 6:00 - 7:00 pm	Science Center 255
 <b>25</b>	\$tart \$mart Salary Negotiation, 6:30 - 8:30 pm	Science Center 269

### FEBRUARY

 <b>1</b>	Resume Writing, 3:30 - 4:30 pm	Science Center 114
<b>3</b>	OFIC Career Fest, 10:00 am - 2:00 pm	Columbus OH, Cardinal Hall
 <b>6</b>	Interviewing 101, 3:00 - 4:00 pm	Science Center 114
 <b>7</b>	Resume Writing, 3:30 - 4:30 pm	Science Center 114
<b>8</b>	WSU Digital Mixer, 4:00 - 6:00 pm	Wright State, Apollo Room
 <b>14</b>	Creating a Better LinkedIn Profile, 5:30 - 6:30 pm	Miriam Hall 119
<b>15</b>	Resume Review Day, 1:00 - 4:00 pm	Torch Lounge
 <b>16</b>	\$tart \$mart Salary Negotiation, 6:30 - 8:30 pm	Kennedy Union 211
<b>17</b>	International Students & Career Fair Prep, 3:30-5:00 pm	Torch Lounge
<b>21</b>	Resume Review Day, 1:00 - 4:00 pm	Torch Lounge
 <b>22</b>	Find the Job You Want, 6:30 - 7:30 pm	Science Center 255
<b>23</b>	Career Fair Preparation, 3:30 - 4:30 pm	Fitz Hall 674
<b>24</b>	Career Fair Preparation, 3:30 - 4:30 pm	Fitz Hall 659
<b>27</b>	Spring 2017 Career Fair, 1:00 - 5:00 pm	UD Arena

### MARCH

<b>1</b>	Education Interview Day Preparation, 4:00 - 5:00 pm	Kennedy Union 310
<b>2</b>	Education Interview Day Preparation, 4:00 - 5:00 pm	Kennedy Union 310
<b>7</b>	Education Interview Day, 8:30 am - 3:00 pm	River Campus
<b>9</b>	Choosing a Major, 1:30 - 2:30 pm	Kennedy Union 211
<b>10</b>	Interview Skills - International Students, 3:30 - 5:00 pm	Science Center 119
<b>20</b>	Student Employment On-Campus Job Fair, 1:00 - 3:00 pm	KU Ballroom
<b>21</b>	Networking 101, 1:00 - 2:00 pm	Career Services
<b>24</b>	H-1B Visa and Green Card Presentation, 3:00 - 4:00 pm	McGinnis
<b>28</b>	Cover Letter Writing, 6:30 - 7:30 pm	Fitz Hall 636

### APRIL

<b>18</b>	Using LinkedIn in the Job Search, 6:30 - 7:30 pm	Career Services
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# Four Years TO CAREER SUCCESS

FIRST YEAR	SOPHOMORE YEAR	JUNIOR YEAR	SENIOR YEAR
<p>Review Career Services' website and log in to Hire A Flyer.</p> <p>Contact Student Employment if you are considering an on-campus job.</p> <p>Consider possible majors by taking a career mini course.</p> <p>Shadow professionals in a specific industry and/or career field.</p> <p>Visit Career Services' website and take a FOCUS assessment.</p> <p>Meet with a Career Advisor to discuss your interests, skills, and values.</p>	<p>Research career interests using O-Net online, "What Can I Do with My Major?," or Inside Jobs.</p> <p>Create a LinkedIn account.</p> <p>Consider interning and/or volunteering.</p> <p>Log in to Hire A Flyer to see career workshops, career fairs and employer resume reviews.</p> <p>Consider joining the Alumni Mentoring Program.</p> <p>Use the Resume Creator in Hire A Flyer and upload your resume to be reviewed.</p>	<p>Evaluate your options: career, graduate school, service, etc.</p> <p>Secure an internship, externship, or volunteer position.</p> <p>Identify at least 3 industry and/or career options.</p> <p>Update your resume and cover letter.</p> <p>Attend job fairs and network by calling, emailing, or scheduling informational interviews.</p> <p>If considering graduate school, take graduate school exams and research prospective schools.</p>	<p>Identify your post graduate industry or career goals.</p> <p>Make your job search a priority in the fall semester.</p> <p>Attend job fairs.</p> <p>Sign up for a mock interview in Career Services.</p> <p>Submit your cover letters and resumes to potential employers.</p> <p>Accept an employment position or graduate school that best fits your career needs and goals.</p> <p>If pursuing graduate school, gather letters of recommendation and complete graduate school applications and essays.</p>

**Career Advisors : One-on-One Appointments**  
 Choosing a Major or Career Path | Resume and Cover Letters | Job Search Strategy | Interview Preparation

**Walk-In Hours**  
 Monday through Friday from 1:00 - 3:00 pm

**Hire A Flyer**  
 Job Postings | Schedule Interviews | Career Events

**Student Employment**  
 On-campus Jobs | Off-campus Jobs | Federal Work Study | Community Jobs Posted in Hire A Flyer

**Career Mini Courses**  
 Choosing a Major (Fall and Spring) | Employment Readiness (Spring)

