

FOUR YEAR CAREER PLAN

Freshman Year

- Sign in and explore your Handshake account - start filling out your profile with experience, coursework, and involvement.
- Make an appointment with a Career Adviser to explore and join a Career Community and to receive career advice.
- Identify your personal interests and determine your career goals.
- Get involved with campus organizations and activities.
- Take one of the free career assessments through the Center for Major & Career Exploration.
- Apply for summer jobs and/or study abroad programs.
- Maintain good grades. A great GPA will help you stand out.

Junior Year

- Update your profile and career interests in Handshake, and create your LinkedIn account to research employers in your field.
- Enhance your job search, business etiquette, and interviewing skills by using the resources available through the Career Center.
- Actively develop leadership through campus organizations by taking on an officer or committee member position. Then, add it to your resume.
- Attend career fairs to expand your network and apply for internships or co-ops.
- If your career path requires graduate or professional school, research what you will need to advance.
- Update or join your Career Community through Handshake.

Sophomore Year

- Update your profile and career interests in Handshake, review the job board, and explore the resources to apply for internships or co-ops.
- Make an appointment with a Career Adviser to create a winning resume.
- Attend on-campus and virtual events featuring employers of interest.
- Sign up to volunteer at one of our career fairs.
- Join a campus organization or apply for an on-campus job that relates to your major or career interest(s).
- Get a professional headshot during headshot drop-ins at the Career Center.
- Apply for summer jobs and/or study abroad programs.
- Update or join your Career Community through Handshake.

Senior Year

- Make sure your Handshake and LinkedIn profiles are updated, and your resume is ready to go.
- Attend career fairs dressed professionally, prepared with questions to ask employers, and ready to distribute resumes.
- Attend meetings of professional associations as a student member to network with professionals in your field.
- Become familiar with job search sites related to your career interests.
- Visit Career Community pages to find specific industry job sites.
- Review and apply for full-time postings through Handshake and LinkedIn.
- Update or join your Career Community through Handshake.