

CAREER DEVELOPMENT TIMELINE

Explore

1

- Start exploring your interests.
- Visit Career Services in person and online.
- Join organizations and get involved on campus.
- Use FOCUS 2 online career planning tool; consider taking CEP 101: Career Development course in your second semester.
- Develop good study habits, attend class, and maintain good grades.



- Use Career Services resources.
- Research career options related to your major using FOCUS 2 and What Can I Do With This Major?
- Write a résumé and upload it to Handshake to begin searching for intern/co-op positions.
- Expand your network and involvement—attend career fairs, join organizations, become a leader.
- Consider taking CEP 101 if still undecided about major.

Expand

2

Experience

3

- Gain experience through an internship, co-op, or part-time job.
- Update your résumé, conduct a mock interview, use Handshake, LinkedIn, and GoInGlobal.
- Expand professionally—talk to professionals, attend career fairs, join professional organizations, build your professional wardrobe.
- Research potential employers using Handshake and LinkedIn.
- Determine if graduate school is essential to your career path.



- Prepare for your job search and employment.
- Use Career Services resources, update your résumé, attend workshops, use Handshake, come to on-campus employer events and interviews.
- If going to graduate school, complete exams and applications.
- Engage in further professional development opportunities.
- Attend career fairs, go on job interviews, evaluate offers, and accept one.

Excel

4

