

representatives. It is also critical for all students who have a scheduled interview with a particular company to attend the company information session. If you have an interest in a company but have not been selected for an interview, the presentation provides a good opportunity to let the company know of your interest.

Career Development Workshops:

Offered in both the fall and spring semesters, these workshops address special topics on career planning and placement, including résumé preparation, interviewing, and employment search techniques. Corporate recruiters and other professionals from the business community conduct many of these seminars.

Mock Interview Programs:

Practice your interview skills and build self-confidence by participating in a mock interview with BCS staff and/or with employers. Mock interviews with BCS staff are arranged by appointment throughout the semester whereas mock interviews with employers are available on a limited basis during the week of the career fair, and scheduled in Symplicity.

Employer Forum Series: Explore different career paths by meeting alumni from various industries in a series of panel discussions. The forums are only held in the fall semester (September and October) and are open to all students.

Job Shadow: (Freshmen and Sophomores only) Take a look at a company or industry by ‘shadowing’ professionals through a normal day on the job. The Job Shadow Program allows you to see firsthand how classroom skills relate to the workplace and it helps you investigate different career paths.

Report Your Job/Internship: Where do we get our stats? From you. All information is confidential and only average salaries are reported. Fill out the online survey at www.placementsurvey.com.

Salary Info and Statistics: Find out what last year’s students were offered. Statistics are available by major for full-time and internship offers.

► Career Search Checklist

Freshman

Goal: Explore career path

- ___ Conduct self-assessment and career exploration.
- ___ Browse the career materials on BCS website, and in the Career Resource Center (1033 BIF).
- ___ Attend Employer Forums.
- ___ Attend a résumé writing workshop.
- ___ Prepare a résumé.
- ___ Attend Symplicity (online recruiting) training session.
- ___ Register for the Job Shadow program on Symplicity.
- ___ Attend the fall and spring Career Fairs.
- ___ Get involved, join at least one campus or business organization.
- ___ Complete a BCS placement survey.

Sophomore

Goal: Begin career search process

- ___ Update your résumé and Symplicity Profile.
- ___ Attend Career Development Workshops, Employer Forums, and Company Information Sessions.
- ___ Attend fall and spring Career Fairs.
- ___ Register for the Job Shadow program on Symplicity.
- ___ Join a committee of at least one campus or business organization.
- ___ Investigate career related experiences through internships, Job Shadow, and volunteer work.
- ___ Sharpen interviewing skills. Sign up for a mock interview with BCS.
- ___ Participate in on-campus interviews starting fall semester.
- ___ Apply for internships on Symplicity.
- ___ Complete a BCS placement survey.

Junior

Goal: Obtain a summer internship

- ___ Update your résumé and Symplicity Profile.
- ___ Attend fall and spring Career Fairs.
- ___ Attend Career Development Workshops and Company Information Sessions.
- ___ Attend Employer Forums to start networking.
- ___ Schedule a Mock Interview with a BCS Staff member and a company.
- ___ Participate in on-campus interviews starting fall semester.
- ___ Regularly check job listings and corporate websites starting fall semester.
- ___ Apply for internships on Symplicity.
- ___ Complete a BCS placement survey.

Senior

Goal: Obtain a full time position

- ___ Update your résumé and Symplicity Profile.
- ___ Attend fall and spring Career Fairs.
- ___ Attend Career Development Workshops and Company Information Sessions.
- ___ Schedule a Mock interview with a BCS Staff member and a company.
- ___ Utilize Symplicity to actively participate in on-campus interviews starting fall semester.
- ___ Check job listings and corporate websites starting fall semester.
- ___ Complete a BCS placement survey to report your post-graduation plans.