Office of Career Services and Student Employment
Spring 2015 – Professional Development Workshop Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Session Title</th>
<th>Start Time</th>
<th>End Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>01/27/15</td>
<td>Tuesday</td>
<td>Resume Workshop</td>
<td>12:00 PM</td>
<td>1:30 PM</td>
<td>MLK Parlor A</td>
</tr>
<tr>
<td>01/28/15</td>
<td>Wednesday</td>
<td>Resume Workshop</td>
<td>12:00 PM</td>
<td>1:30 PM</td>
<td>MLK Parlor A</td>
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<tr>
<td>01/29/15</td>
<td>Thursday</td>
<td>Creating a LinkedIn Profile/Professional Headshots</td>
<td>11:00 AM</td>
<td>11:45 AM</td>
<td>MLK 2nd Floor Glass Lounge</td>
</tr>
<tr>
<td>02/12/15</td>
<td>Thursday</td>
<td>Live the Life You LOVE - Vision Board Creation</td>
<td>5:00 PM</td>
<td>6:30 PM</td>
<td>MLK 2nd Floor Glass Lounge</td>
</tr>
<tr>
<td>02/17/15</td>
<td>Tuesday</td>
<td>Acing the Interview</td>
<td>11:00 AM</td>
<td>11:45 AM</td>
<td>MLK 2nd Floor Glass Lounge</td>
</tr>
<tr>
<td>02/26/15</td>
<td>Thursday</td>
<td>Career Research</td>
<td>11:00 AM</td>
<td>11:45 AM</td>
<td>Bank of America Room 312</td>
</tr>
<tr>
<td>03/25/15</td>
<td>Wednesday</td>
<td>Exploring Gap Year Options</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
</tr>
<tr>
<td>04/09/15</td>
<td>Thursday</td>
<td>Resume Construction</td>
<td>11:00 AM</td>
<td>11:45 AM</td>
<td>MLK 2nd Floor Glass Lounge</td>
</tr>
<tr>
<td>04/14/15</td>
<td>Tuesday</td>
<td>You Are What You Tweet-Social Media Etiquette</td>
<td>3:00 PM</td>
<td>3:50 PM</td>
<td>MLK 2nd Floor Glass Lounge</td>
</tr>
</tbody>
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*** Schedule subject to change. Stay connected to your DSU email & eNews for updates ***

**Acing the Interview**
This workshop covers Interview Preparation, Company Research, the types of questions (Behavior based, Traditional, Job related, and Strange/Brainteaser) and how to answer them, Do’s & Don’ts, Professional Image, and Behavior On-Site.

**What You’ll Learn:** Participants will understand and apply the principles of preparing for a competitive interview, developing their responses utilizing strong examples from a variety of experiences, how to dress, and what to do before, during, and after the interview.

**Introduction to CareerBeam (online & in person)**
Come learn about CareerBeam, DSU’s virtual 24/7 career success resource! CareerBeam brings the best career development resources and tools available in the market offering you a one stop shop experience for job search, resumes & cover letters, career exploration & research, company & industry research, online mock interview & tips, networking & recruiter connections, access to international companies & jobs, and so much more.

**What You’ll Learn:** Participants will learn how to access the system and receive an overview of the various tools and how to use them.

**Effective Resume Writing (online & in person)**
This workshop covers Cover Letters, Resumes, and Thank You Letters.

**What You’ll Learn:** Participants will understand elements of the document, what credentials are and how to build them, what information is needed, where to find it, and apply the skills in the construction of competitive documents.
Exploring Gap Year Options
Do you want to take a year or two to explore the world, develop your skills, take on a new challenge, or give back to the community? If so, a gap year may be for you.
**What You’ll Learn:** Participants will learn about a variety of Gap Year options and have the opportunity to talk directly with recruiters from some programs.

Labor Market Research and Trends
This workshop covers Labor Market Research, Industry Outlook, Compensation, Job Search & Sources, and Cold Calling & Networking.
**What You’ll Learn:** Participants will understand what labor market research is, what tools to use, and how to apply the techniques to perform effective research that will prepare them for their industry.

Live the Life you LOVE: Vision Board Creation
A Vision Board is typically a poster on which you paste or collage images that you have torn out from various sources. The concept is to surround yourself with images of who you want to become, what you want to have, where you want to live and other desires of the heart. It is really easy, fun and therapeutic. This workshop will allow you create a vision board after hearing words of inspiration and motivation from a guest speaker!
**PLEASE RSVP to dcallen@desu.edu by February 6th, 2015.** Space is limited and seats will be granted on a first-come, first-serve basis.

Resume Construction
This workshop provides participants with hands on assistance to build a resume from scratch.
**What You’ll Learn:** Participants will be provided individual assistance on building an effective resume.

You Are What You Tweet- Social Media Etiquette
This workshop will outline Social Media etiquette including Do’s and Don’ts and the consequences of inappropriate use.
**What You’ll Learn:** In this workshop, participants will learn the impact of social media on the job search process, including advantages and disadvantages; comprehend how LinkedIn, Facebook, Twitter and Instagram can be used for the job search process.