

Career Plans – 300 points: Develop career plans for job search, moving up in existing job, starting a business, graduate school and/or whatever you have planned for your career post-university life. This assignment will be presented during class. _____

Career Plans	Job Search	Job Promotion	Start a Business	Graduate School	Other Plans
Research					
Networking					
References					
Resume					
Values & Skills					
Interviewing Skills					
KSU Career Services					
Portfolio Design & Development					
Other					

Career Plan Resources: From *The Complete Graduate: A Workbook for College Seniors*

Part III GO: Time to Start Career-Hunting

- 3.1 Most common mistakes made by seniors**
- 3.2 Utilizing your Career Services Center**
- 3.3 Identifying work values and skills**
- 3.4 Researching your career**
- 3.5 Cover letters**
- 3.6 The resume as a sales tool**
- 3.7 The interview as a sales pitch and Thank You Letters**
- 3.8 Dealing with rejection**
- 3.9 Choosing the right offer**

Web Resources for Part III

KSU Career Services: Provides information on the career search process
<http://careerctr.kennesaw.edu/>

KSU Career Services: Resume Checklist
<http://careerctr.kennesaw.edu/ResumeChecklist.htm>

KSU Career Services: Interviewing
http://static.jobtrak.com/job_search_tips/interv.html

KSU Career Services: Salary Information
<http://careerctr.kennesaw.edu/Salary.htm>

**KSU Senior Year Experience Program: College Senior Resources
On KSU Campus:**
http://www.kennesaw.edu/university_studies/senior_year/ksu_resources.htm

Other Resources:
http://www.kennesaw.edu/university_studies/senior_year/other_resources.htm

United States Department of Labor: Provides information on careers
<http://www.bls.gov/>

United States Chamber of Commerce
<http://www.uschamber.com/default>

International Chamber of Commerce
<http://www.iccwbo.org/>

Georgia Chamber of Commerce: Research and Networking for Careers in Georgia:
<http://www.gachamber.com/>

University System of Georgia Career Fairs: Link to USG System Institution – Consult Career Center for each institution - According to our KSU Career Service Center, you may visit career fairs at other system schools using your KSU Student ID. Also, we have a reciprocal Program with most colleges in the United States to use their Career Service Center – in order to do that you need a letter from our Career Services Director Karen Andrews (for more information call KSU Career Services at 770 423 6555.
<http://www.usg.edu/inst/index.html>

Galileo Career Fairs: University System of Georgia
<http://www.usg.edu/galileo/internet/jobs/jfairs.html>

Georgia Hire: University System of Georgia Website for College Students
<http://www.georgiahire.com/students.html>

Quintessential Career Search: Provides information on resume writing, interviewing, salary negotiation and more:
<http://www.quintcareers.com/>

Quintessential Career Search: Creating a Portfolio
<http://quintcareers.4jobs.com/MKT/Content/JS/Default.asp?pg=Portfolio>

American Council on Education: Salaries of College Graduates
<http://www.acenet.edu/hena/feature/index.cfm>

Atlanta Book of Lists: Research on Companies in Atlanta Area
http://www.bizjournals.com/bookoflists/atlanta/list_index.html?sid=543bf90d9b48cc8b40620203d23b168f