



You are getting closer to the finish line. This year the focus is on getting experience and expanding your network.

- ☐ **Test Your Qualifications** for work in your chosen field.
 - ☐ Secure more internships.
 - ☐ Update your Internship Search Agent HireFresnoState.
 - ☐ Consider applying for a Study Abroad program.
- ☐ **Meet with Your Career Development Center Liaison** to discuss internship opportunities, undergraduate research, plans for graduate school and your career plans in general.
- ☐ **Consult with Faculty, Academic Counselors, and Administrators** - Get suggestions on acquiring experience in your chosen field.
- ☐ **Get a Solid Understanding of of the Career Readiness Skills**
 - ☐ **Learn** about the key skills all employers want in new hires at careercenter.fresnostate.edu/channels/identify-and-develop-key-career-competencies/.
 - ☐ **Document** where you've used those skills. This can be through course assignments, group projects, participation in clubs and organizations, volunteer service, part-time jobs, undergraduate research and internships. When you document those skills include where they occurred, what the task was, the action you took and the results of your efforts.
- ☐ **Join professional associations/organizations** in your chosen field. Get suggestions from your faculty and visit the Directory of Professional Associations at directoryofassociations.com/ or in your favorite search engine use "(Name of Your Career Field) associations".
- ☐ **Network! Network! Network!** - Need a refresher? Visit careercenter.fresnostate.edu/channels/build-your-network-linkedin/
- ☐ **Review and Update Your Resume and Job Search Correspondence** - Have it reviewed by your Career Development Center Liaison. Ask them about Quinncia.
- ☐ **Practice Your Interviewing Skills**
 - ☐ **Use StandOut**, our virtual Mock Interview tool. csufresno.standout.com/login.
 - ☐ **Schedule a Mock Interview** with your Career Development Center Liaison.
 - ☐ **Use the STAR (Situation, Task, Action, Results) Method** for sharing your accomplishments with employers. Not familiar with STAR? Check out the Career Success Guide on the Career Development Center Website or visit with your Career Development Center Liaison.

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Attend Career Development Workshops

- ☐ Check out the Schedule of Events - careercenter.fresnostate.edu.
- ☐ Review the Recorded Webinars on our YouTube Channel - youtube.com/channel/UC9lrnUvgRwdKyUMD6FDmj1Q.

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Attend ALL Career and Internship Fairs and Networking Events - Take your updated resume to all of the fairs and networking events to learn more about upcoming internship opportunities and expand your network.

Summer After Your Junior Year

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Get an Internship or Summer Job in your chosen field; continue to enhance your marketability for jobs after graduation.

- ☐ Develop career specific skills including computer skills.
- ☐ Expand your network through your internshipship or summer job supervisor.
- ☐ Document your accomplishments.