

## **FACULTY RESOURCE FAQ**

### *Career Development Resources & Services Provided by the Career Center*

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- [Career Exploration & Planning](#)
  - [Career Explorer Assessment](#)
  - [What Can I Do with This Major?](#)
- **Graduate School Assistance (Meet with a Career Consultant)**
  - Find programs that align with career interests, application documents: resume, CV, narrative/personal statement, interviewing
- [Internship & Experience Building](#)
- [Job Search Assistance](#)
- [Resume/CV/Cover letter assistance](#)
- **Interview Assistance**
  - [Vmock](#) to practice interview questions or [interviewing.com](http://interviewing.com)
- **Professional Networking Assistance**
  - [Vmock](#) to practice elevator pitch (introduction)
  - [Roadrunner Network](#) & [LinkedIn](#)
  - [Iris Professional Photo Booth](#) located outside the career center, 2<sup>nd</sup> floor of the Student Union (2.02.04)
  - [Skill development through LinkedIn Learning](#)

### *\*Career Services as a class assignment disclaimer\**

### *How Students and Alumni Can Make an Appointment to Meet with a Career Consultant*

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To **schedule an appointment** to meet with one of our career consultants, there are *two ways to schedule*:

1. [Login to your Handshake profile](#), select the 'Career Center' tab at the side of your profile and select 'Appointments'.  
You will be prompted to select a time that fits best with your schedule (*virtual and in person options available*).  
or
2. Call our front desk at (210) 458-4589 Monday through Friday between the hours of 8am-5pm and they can coordinate a day and time that works best with your schedule.

### *Career Center Expos & Events*

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[Career Expos hosted by the UTSA Career Center](#) (you can also view events in [Handshake](#)):

- STEM Expo
- All Majors Career Expo
- Hispanic Serving-Institutions (HSI) Virtual Expo

#### **Prepare for success at expos:**

- Expo prep workshops hosted prior to expos
- Career Center drop-ins (see [University Career Center website](#) for dates/times)
- Schedule an appointment with a career consultant
- Utilize [Vmock](#) (Resume, Aspire and Elevator pitch features)

### *Classroom Presentation Request*

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If you would like a representative from our office to present to your class on a career-related topic, please utilize the [Presentation Request Form](#)