WHAT STUDENTS SHOULD DO:

- Take their major CDI 301 in the fall or spring
- Update their resume, Handshake profile and LinkedIn profile with relevant work, academic, and leadership experience and activities & upload resume into VMock for review
- Have resume, cover letter and LinkedIn profile reviewed by their dedicated Career Coach
- Read their weekly CareerEdge e-alerts and blogs
- Check Handshake and other sites on CareerEdge for internships, micro-internships, research projects, volunteer-ships, and other virtual opportunities regularly
- Do SOMETHING this summer! (LinkedIn learning modules, network/informational meetings, professional skill development, virtual volunteering, independent learning, professional association engagement)
- Attend virtual Recruiting and Career Community events (i.e. virtual Career Fairs, panels, meet ups, coffee chats, etc.)
- Meet with their dedicated Career Coach to develop/review their Career Action Plan for getting an advanced internship and interview advice
- Prepare for interviews using Big Interview
- Work on their Career Action Plan WEEKLY!
- Reach out to and network with alumni, employers, and contacts

WHAT PARENTS CAN DO:

- Ask to look at your student’s updated resume, cover letter, Handshake profile and LinkedIn profile to ensure they are up to date and look good
- Ask them if they have enrolled in their CDI 301 course
- Ask them when they plan to go to meet with their dedicated Career Coach for a resume/cover letter review or Career Action Plan discussion
- Send them a LinkedIn invitation and review your connections with them to see who may be helpful for them to connect with and talk to
- Rehearse their elevator pitch with them so they are confident when attending virtual Career Fairs and networking events and conducting informational meetings
- Support your student’s efforts to volunteer, network, participate in research projects, and/or develop their skills with LinkedIn Learning modules if they do not have an internship
- Ask your student about their Career Action Plan for developing their skills and experience (If their answer isn’t very good, encourage them to meet with their Dedicated Career Coach ASAP!)
- Encourage your student to be independent and accountable in their job search and work on their Career Action Plan weekly

careeredge.bentley.edu - CareerEdge
https://bentley.joinhandshake.com/ - Handshake