**Onboarding Workshop Module 2**

Resumes and Cover Letters Survey

Full Name

PeopleSoft ID

Today’s Date-Month/day/year

Program

Expected graduation

What did you like/learn from this module? Please be specific.

How can we improve this module? Please be specific.

I completed the entire module. Yes/No

I completed the homework. Yes/No

**Resume and Cover Letter Presentation Homework**

**CREATE**

**Completed: Yes/No**

* Cover letter.
* Resume using Bauer template.

**VMOCK**

**Completed: Yes/No**

* Run resume through VMOCK (on Gateway under external links) and get a score of at least 75 before uploading it to Gateway.

**GATEWAY**

**Completed: Yes/No**

* Upload resume to Gateway for approval.
* Please note: a career counselor will be reviewing your resume during regular business hours. We may provide additional suggestions before we are able to approve your resume. We care about your success.
* Review resources on Gateway for at least 20 minutes daily (InterviewStream, job postings, etc.).