

DePaul Career Connections



DePaul University Career Center quarterly newsletter

Fall 2013

upcoming events ::

Accounting Industry Day
Monday, September 16

Profiles in Health
Friday, October 11

Fall Job & Internship Fair
Friday, October 4

MAD for PRAD: Careers in Public
Relations and Advertising
Tuesday, October 22

More events on page 4

10 Mistakes to Avoid as an Intern page 2

Fall Workshop Series

pages 6-8

ASK the Experts

3 Ways to Impress Job Fair Recruiters

One of the best places to meet recruiters is at a job fair. But how can you stand out among hundreds of students and alumni? Alumni Sharing Knowledge (ASK) mentors share their tips:

1. Do your homework:

"I love when students approach our table and already looked at our website. I then know that they already have an idea of the type of work that we do, they've seen the positive corporate culture of our company and they have an idea of what we're looking for in our internship candidates." *Jeannie A.*

"Many companies require job candidates to complete applications for positions on line. If you can complete this process ahead of the job fair, you can ask the recruiter to check your application when he is back in the office. This shows both interest and initiative on the part of the student to move forward in the hiring process." *Tom N.*

"As soon as it's available, get the info on the companies that will be there, research the ones you're interested in (go beyond the company website) and develop a plan for how to present yourself to each one." *Lyn G.*

2. Present the best you:

"Dress like you are going to a job interview. For males this means a nice suit and tie. For women a suit or an appropriate blouse with a skirt or dress pants is accessible. Additionally women make sure that you dress respectfully i.e. no short skirts, sensible heels (no more than 2 - 3 inches), no revealing tops." *Colleen M.*

"I love when a candidate is organized and confident. The two usually go hand-in-hand, as typically the organized candidates are confident. The ones that have their resumes ready and are dressed professionally immediately get me excited to talk to them." *Jeannie A.*

"Some companies have lines of candidates waiting to talk to a representative. Strike the balance between establishing a relationship with the company representative and respecting the 'speed-dating' time management aspect of job fairs. Look engaged, not impatient or annoyed, while waiting. The representatives are very conscious of the attitudes of the people waiting in line." *Barbara L.*

"Arrive early. Sounds intuitive but job fairs get busy quickly and by the end of the event, most company reps are tired, leaving the booth to take a break, and distracted by the mounting tasks waiting back at the office." *Pauline O.*

Read more about **ASK the Experts** on page 2

The Fail Spin

By: Lauren Walsh
Communications and Editorial Intern

Talking about your weaknesses can be a difficult task, and when discussing them in an interview, it can be even harder. It's an age old question, but employers will continue to ask you to describe your weaknesses and failures, because it is a question that reveals the real you. These types of questions come in all different forms. "What would your boss say is your biggest weakness?" "Tell me about a time when you failed." Although there is no one right answer to this question, there are definitely wrong ones. So how do you talk about your weaknesses and failures in an interview without ruining your chances? Here are a few tips to help you not epically fail when talking about your weaknesses.

1. There is a thin line between confidence and arrogance, so tread wisely. No matter how bad you want the position, do not say "I have no weaknesses." You are human, we all have weaknesses, so do not shy away from this question in an arrogant way. It's not as funny as you think. Some people choose to say, "I work too hard," or "I think I'm too good at my job, it can often make people jealous." I would advise against these types of answers, not only because they are vague, but they say nothing about you as a person or a coworker.

Read more about **The Fail Spin** on page 3



campus locations

Loop Office

DePaul Center
Suite 9500
1 E. Jackson Boulevard
(312) 362-8437
(312) 362-8565 fax

Lincoln Park Office

Schmitt Academic Center
Room 192
2320 N. Kenmore Avenue
(773) 325-7431
(773) 325-7432 fax

Suburban Campuses

Contact Donna Del Giudice at (312) 362-5712 or ddelgiud@depaul.edu for information on career services.



ASK the Experts 3 Ways to Impress Job Fair Recruiters continued from page 1

service overview

SHARPEN CAREER KNOWLEDGE & SKILLS

Workshop Series

Improve your career readiness through more than twenty different workshops.

Career Advising

Walk in and see a Peer Career Advisor or make an appointment to see a Career Advisor who specializes in your major.

GAIN INTERNSHIP & WORK EXPERIENCE

University Internship Program

Get valuable work experience while you fulfill your Liberal Studies Experiential Learning requirement through this internship program.

Student Employment

Earn a wage and gain career-relevant experience through on-campus jobs, internships, or temporary project work through Student Temporary Services.

BUILD YOUR NETWORK

Alumni Sharing Knowledge (ASK)

Connect with DePaul Alumni volunteers who are working in your field of interest through this mentoring and networking program.

Career Networking Events

Meet and learn from working professionals in your field of interest at these events, held throughout the academic year.

Company Presentations

Make contacts and learn about company cultures at organizations that recruit at DePaul.

FIND WORK

On-Campus Interviewing

Apply with top companies online and interview right here on campus.

Job & Internship Fairs

Connect with hundreds of hiring employers at multiple fairs throughout the academic year.

Job & Internship Listings

Search thousands of open positions online in *DePaul.Experience*.

Online Resume Books

Make your resume available through *DePaul.Experience* so employers can find you when seeking candidates who match specific criteria.

3. Sell your skills:

“Don’t just push a resume into the hands of a recruiter right away. I want to hear about the candidate first, what they’re looking for, and decide together if there is a mutual fit for our opportunity. It’s awkward when I already have a resume in my hand and the individual shares with me they’re looking for something completely opposite of what we do. Do I hand the resume back? Do I keep it and put it in a “no” pile? Save your resumes until it’s agreed upon that it just may be a fit for you!”

Jeannie A.

“Try to mention something unique about your qualifications. If the recruiter is interested, offer to personally follow-up with an email or phone call.”

Tom N.

“Be able to respond to this question: Give me five words that describe you.”

Lynn G.

“When introducing yourself be sure to indicate what you are hoping to gain from a job or internship opportunity

with that particular company. This is especially important when pursuing internship opportunities. Mention your current studies at DePaul, why you are interested in this particular field and how this internship can help kick-start your career.”

Colleen M.

Barbara Lewis, Director of Talent Management at AdvantEdge Healthcare Solutions

Colleen Moodie, Recruiter at Innovative Systems Group

Pauline Ozols, Director of Recruitment & Selection, McTigue Financial – Northwestern Mutual,

Jeannie Andresen, Campus Recruiter, McTigue Financial – Northwestern Mutual

Tom Nicholas, Account Executive at American Business Solutions

Lynn Gibson, former Director of Marketing, New York Life Investment

Want to learn more? The above ASK mentors will all be at the Fall Job & Internship Fair on October 4 ready to lend a hand. Stop by the ASK table to meet them, or visit ask.depaul.edu to connect with them online.

10 Mistakes to Avoid as an Intern

For many interns, having an internship is new territory. After a few weeks as an intern, you will find yourself becoming acclimated to your new office and coworkers. This is a good thing; however, some interns begin to feel too comfortable and easily slip into bad habits. Whether it’s rolling in for work five minutes late or not paying attention to details, some interns get caught making these mistakes.

While these intern mistakes seem like common sense to avoid, they happen more than you think! Here are 10 mistakes you should avoid during your internship:

1. Tardiness. This is a very common mistake interns make. Internships must be treated as a real job therefore you should be punctual. Even if you notice your colleagues arriving five or 10 minutes late for work, it doesn’t make it acceptable for you to also show up late too.

2. Only making friends with the other interns.

While it’s easier to make friends with your fellow interns because they’re closer in age, you should also spend time getting to know your supervisor and coworkers. It’s important to build a relationship with your superiors because they can offer valuable advice and can serve as a mentor during your internship.

3. Not taking notes. As an intern, you can often prevent confusion by taking notes. Always carry a notepad with you and write everything down. This can help you work more efficiently and avoid future mistakes in your work.

4. Procrastinating. Make sure you utilize your time in order to work efficiently. Your supervisor will give you assignments that aren’t due for another month and you don’t want to wait until last minute to complete them. Procrastination during your internship can be prevented by staying on task and by being organized.

5. Wardrobe is too casual. Many interns don’t understand what business casual means until their first day of their internship. Remember, jeans are not acceptable attire for business casual. Make sure you read

through the company dress code and don’t be afraid to ask your supervisor about what is appropriate to wear for the office.

6. Not paying attention to detail. No matter how confident you are in the finished product of your project, it’s always a good idea to double check your work. By doing this, you can catch mistakes you didn’t think were possible to make.

7. Lack of dedication. During your internship, there will be company parties and special events you will be invited to attend. While you may value your free time outside of your 8 a.m. to 5 p.m. work schedule, it’s important not to avoid attending these types of events. If you do, your supervisor may think you aren’t completely invested in the internship.

8. Poor communication with your boss. As an intern, always have open communication with your boss. Make sure you always pay attention to their message and ask questions if you need clarification.

9. Use of Internet. Don’t abuse the privilege of the Internet by surfing the web while you’re at work. If you have 15 minutes to spare, see if you can find a task to keep you busy. Don’t waste time by checking Facebook or watching YouTube videos.

10. Not following up after the internship. Just because your internship is over doesn’t mean your relationship with your supervisor ends. Remember to send out thank you letters and make the effort to continue a relationship with your supervisor.

If you catch yourself making one of these intern mistakes, realize you still have the opportunity to improve. Your internship is a learning experience and if you are aware of these intern mistakes, you can learn how to prevent them from happening in the future. Not only that, but you will continue your way to a positive internship experience!

<http://comerecommended.com/2013/05/10-mistakes-to-avoid-as-an-intern/>

The Fail Spin continued from page 1

2. Be honest, but avoid deal breakers. If the job description includes a task you are not completely proficient with, be open about it. For example, my weakness is spelling. That is a big deal as an editorial intern, because a majority of my job is writing. I chose to reveal it as my weakness, because my boss was going to find out eventually. So when I say be honest, be honest, but not to the point that your weakness inhibits you from doing your job.

3. Give examples. Giving an example is a good strategy for addressing many interview questions, but is most important when talking about a time when you failed. Giving examples helps show the interviewer that you are able to recognize a problem and, depending on the answer, shows that you take initiative in problem solving. The more specific the answer, the more likely the interviewer will understand how you are as a worker. Remember, no matter how epic of a fail it was, never talk poorly about past co-workers or supervisors.

4. Give a well-rounded answer. Like I said there is no right answer, but there is a right way to answer. Like any interview answer, your answer should include a beginning, middle and end. Your answer should start by addressing your weakness, then explain why you consider it a weakness, and follow up with what you do to correct

it or prevent it from interfering with your work. Going back to my example of spelling as my weakness, I explained that it is something I always have to double check. The follow up is the most important part, particularly when discussing a time when you failed. A well-rounded answer shows that you continue to learn from your good and bad experiences.

5. Practice. Practicing your interview skills will help you be more prepared for most interview situations. The DePaul ASK program pairs students with alumni to do practice interviews, resume reviews, and networking. Sign up for a practice interview by emailing ask@depaul.edu or find your mentor by searching on DePaul.Experience.

Weakness and failures are hard to talk about; doing so prevents an interviewee from only showing his or her good side. Employers, however, will continue to ask these hard hitting questions because it helps them understand who you are as a person and how you approach your work. If you are scheduling up interviews in the near future, prepare and then practice, because these steps and a helping hand can boost your confidence and make you a competitive interviewee.



DE PAUL UNIVERSITY
CAREER CENTER

Fall Job & Internship Fair

DePaul University's Fall Job & Internship Fair is designed exclusively for DePaul students and alumni. Recruiters from a wide variety of industries will be seeking qualified job candidates of all majors and experience levels at this event.

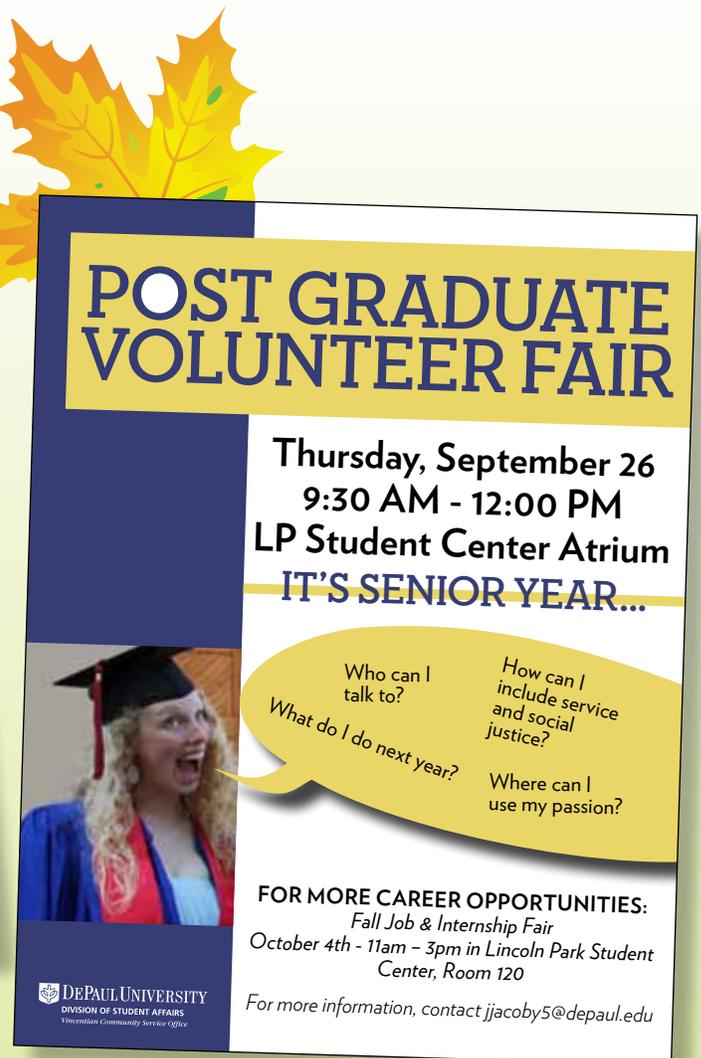
**Friday
October 4, 2013**
Student Center room 120
Lincoln Park campus

11 am - 12 pm
Seniors & Grads VIP Hour
VIP attendees must pre-register

12 pm - 3 pm
Fair open to all

PLEASE NOTE: The first hour (11am-12pm) of this fair will be open exclusively to seniors and June 2013 graduates. You **MUST** be pre-registered to take advantage of this priority access.

Register @ depaul.experience.com.



POST GRADUATE VOLUNTEER FAIR

Thursday, September 26
9:30 AM - 12:00 PM
LP Student Center Atrium
IT'S SENIOR YEAR...

Who can I talk to?
How can I include service and social justice?
What do I do next year?
Where can I use my passion?

FOR MORE CAREER OPPORTUNITIES:
Fall Job & Internship Fair
October 4th - 11am - 3pm in Lincoln Park Student Center, Room 120

For more information, contact jjacoby5@depaul.edu

DE PAUL UNIVERSITY
DIVISION OF STUDENT AFFAIRS
Institutional Community Services Office



A Better Experience with DePaul Experience

The Career Center has upgraded the log-in process for its **DePaul Experience** job board to allow users to access the system using their Campus Connect User ID and Password.

As a student at DePaul, you automatically receive access to DePaul's online recruiting system, **DePaul Experience**, where you can:

- Search for jobs and internships
- Find a career mentor through the Alumni Sharing Knowledge (ASK) Program
- Register for job fairs, networking events and workshops
- Explore on-campus opportunities to interact with employers
- And more!

DePaul Experience is exclusively available to DePaul students and alumni. Simply log-in using your Campus Connect User ID and Password.

2013-2014 EVENTS

resume & interview prep

WALK-IN ADVISING

No appointment necessary! Peer career advisors are available for walk-in appointments and can teach students and alumni about Career Center services, including DePaul's web-based system **DePaul Experience**, On-Campus Interviewing (OCI), resume resources, career mentors, workshop and event registration and much more.

PRACTICE INTERVIEWS

The Alumni Sharing Knowledge (ASK) Volunteer Network gives you the opportunity to enhance your interviewing skills by meeting with an ASK Volunteer. During the one-on-one session, you will participate in a mock interview and receive helpful tips and feedback. Visit ask.depaul.edu to view the schedule. Contact ASK at (312) 362-8281 or ask@depaul.edu with questions or scheduling concerns.

depaul at social media week

There are two great events being held on DePaul's Loop and Lincoln Park Campus during Chicago's Social Media Week 2013. These events are open to the public. Check out <http://socialmediaweek.org> for more information and to register. Registration is required!

USING SOCIAL MEDIA TO FIND JOBS

Wednesday, September 25, 2013 | 1pm – 2pm
Loop Campus, DePaul Center 8005

This panel of career experts will give their advice to attendees about the ever-changing landscape of social media in the job search. Come find out the latest job-seeking words of wisdom about the latest places to be online.

CELEBRATING SOCIAL MEDIA AT DEPAUL UNIVERSITY AN IRL FAIRE

Thursday, September 26, 2013 | 10am – 12pm
Lincoln Park Campus, Student Center 120

This event is open to the public but is a celebration for all of the DePaul community (past and present) to learn about the various places folks can connect with DePaul over social media – and to do so IN REAL LIFE! Come meet the people behind the Facebook, Twitter, Pinterest, and WordPress accounts in person and have fun doing so!

job & internship fairs

Job & Internships are free. Unless otherwise noted, the Job & Internship fairs are not open to the general public. You must be a DePaul student or alumnus to attend.

FALL QUARTER

FALL JOB & INTERNSHIP FAIR

Friday, October 4, 2013 | 11am – 3pm
Lincoln Park Campus, Student Center 120

Recruiters from a wide variety of industries will be seeking qualified candidates of all majors and experience levels at this event. Companies will be hiring for full-time, part-time, and/or internship-level opportunities at this fair.

TECHNOLOGY JOB & INTERNSHIP FAIR (2 DAYS)

Thursday, November 7, 2013 | 3pm – 6pm
Friday, November 8, 2013 | 10am – 1pm
Loop Campus, DePaul Center, Concourse Level

At this 2-day event, explore a career in the technology-related fields. Employers will be seeking students and alumni to fill a wide variety of entry level to experienced positions. Different companies will be attending each day.

WINTER QUARTER

WINTER INTERNSHIP FAIR

Friday, February 14, 2014 | 11am – 3pm
Lincoln Park Campus, Student Center 120

Join us for DePaul's second annual internship-only recruiting event! Companies from a wide variety of industries will be seeking qualified candidates of all majors for internship openings at this event.

EDUCATION FAIR CONSORTIUM

Wednesday, March 5, 2014 | 3pm – 7pm
UIC Student Center, Illinois Room, 750 South Halsted, Chicago IL 60607

This fair is designed for students and alumni eligible to work no later than Fall 2014. Connect with employers, schools, and school districts seeking candidates of all experience levels for positions as teachers, administrators, advisors and counselors. Register for this event on DePaulExperience.com through careercenter.depaul.edu

CREATIVE, MEDIA & MARKETING CAREERS FAIR

Tuesday, March 11, 2014
Lincoln Park Campus, Student Center 120

At this career event, meet employers who are looking for creative, innovative interns and employees.

LIBERAL ARTS & SOCIAL SCIENCES CAREER WEEK

Monday, March 10, 2014 – Friday, March 14, 2014
Lincoln Park Campus, Various Locations

Liberal Arts and Social Sciences Career week will help you explore your career options and give you confidence you need to enter the workforce and pursue a job or career path you're passionate about. Events are specifically designed for Liberal Arts and Social Sciences majors, however all DePaul students and alumni are invited to attend.

SPRING QUARTER

JUST IN TIME JOB FAIR

Tuesday, June 17, 2014 | 10am – 2pm
Lincoln Park Campus, Student Center 120

This annual event, held the week after graduation, aims to help recent grads find immediate opportunities. Employers will be recruiting for part-time, full-time, temporary, and/or internship level opportunities. Staffing firms and post-graduate volunteer organizations will also be in attendance at this event.

career networking events

Networking Events often consist of a panel discussion followed by an informal reception where you can speak with panelists in small groups or one-on-one. Professionals share information about career paths, industry trends, specific companies and professional development.

FALL QUARTER

ACCOUNTING INDUSTRY DAY

Monday, September 16, 2013 | 2:30pm – 5pm
Loop Campus, DePaul Center, North Café

Gain insight from and network with professionals representing careers in public, corporate, government and non-profit accounting. This event will begin with a panel discussion by company representatives.

PROFILES IN HEALTH

Friday, October 11, 2013 | 1pm – 3pm
McGowan South Atrium

Professionals from varying experience levels will offer guidance to those interested in pursuing careers in several healthcare fields.

MAD FOR PRAD: CAREERS IN PUBLIC RELATIONS AND ADVERTISING

Tuesday, October 22, 2013 | 5pm – 7pm
Lincoln Park Campus, Student Center 120

Join us for an evening of industry advice and networking. Connect with professionals from a variety of experience levels and learn more about pursuing a career in public relations, communications and/or advertising. Professionals will be available to network and share insights.

TEACHER'S FORUM

Saturday, October 26, 2013 | 10am – 1pm
Lincoln Park Campus, Student Center 314

This forum is open to DePaul College of Education students who will complete or have completed their student teaching experience, those starting their first year of teaching and recent COE alumni. Hear a keynote speaker, participate in roundtable discussions, practice interviewing and receive resume/e-portfolio critique.

CAREERS IN MANAGEMENT CONSULTING

Thursday, October 31, 2013 | 3pm – 5pm
Loop Campus, DePaul Center, 8th floor

Meet with professional management, marketing and HR consultants to learn about what it's like to work in the industry and how to get your first job. This event will feature a panel and open networking opportunities.

SAVE THE DATE

Watch careercenter.depaul.edu for additional networking events in Winter and Spring quarters covering industries and topics such as:

- Information Technology
- Finance
- School Counseling
- Healthcare and Science
- Careers in Beverages



fall 2013 workshop series

Workshop Calendar and Registration

Attendance at these events is FREE, however pre-registration is required for all workshops, practice interviews and orientations through *DePaul.Experience*. Please visit depaul.experience.com to view the calendar and register for workshops and events.

Workshops are listed in alphabetical order.

Advanced Workshops **A**

This workshop is for working professionals, alumni, adult, and graduate students.

Workshop Location Key

DPC = DePaul Center, 1 East Jackson, Loop Campus

Richardson = John T. Richardson Library, 2350 N. Kenmore Avenue, Lincoln Park Campus

SAC = Schmitt Academic Center, 2320 N. Kenmore Avenue, Lincoln Park Campus

Student Center = 2250 N. Sheffield Avenue, Lincoln Park Campus

Teleconference **Ⓢ** = This workshop is conducted via telephone. Check eRecruiting for details.

TBD = To be decided.

Note: A number listed after the location key indicates the room or suite number.

Navigating Your Career Change **A**

Experienced professionals who are considering or already involved in the process of changing careers will benefit from this workshop. Learn how to develop a career change plan by identifying the career development components you most need to work on. This workshop will help you identify the type of transition you are attempting and assess its level of difficulty.

Tuesday, November 19
5:30pm – 7:00pm DPC 9500

A = This workshop is for working professionals, alumni, adult, and graduate students.

Polish Your Professional Interviewing Skills **A**

Refresh your interviewing skills and learn how to prepare for advanced interviewing techniques including critical behavioral, panel and case interviews. Review the dos and don'ts for interview situations and learn how to address the most difficult questions.

Tuesday, October 29
5:30pm – 7:00pm DPC 9500

workshops

30 in 30: Perfecting your Pitch

One of the most important elements in networking and building your personal brand is your elevator pitch. Get ready for upcoming job fairs and networking opportunities. Join us for a 30-minute workshop to perfect your 30-second pitch. Learn the components in developing a strong and effective pitch and have an opportunity to practice.

Monday, September 30
12:15pm – 12:45pm SAC 151

Tuesday, November 5
12:15pm – 12:45pm DPC 9500

Ace Professionalism and Beat Your Competition

Learn professionalism strategies, including how to stand a cut above your competition and perform with great precision and success. This workshop focuses on audiences working in internships, on-campus, and part/full time jobs. Give yourself an advantage in interviewing, accepting and declining job offers, and becoming a pro on the job.

Tuesday, October 1
12pm – 1:30pm DPC 9500

Ace Your First Professional Interview

Preparing for interviews can give you the confidence you need to highlight your strengths. This workshop teaches you how to prepare for the interviewing and post-interview follow-up process. You will be introduced to the various types of interviews, including behavioral interviewing.

Tuesday, September 24
12pm – 1:30pm DPC 9500

Thursday, October 17
5:30pm – 6:30pm Teleconference

Connecting Your Values to Career Satisfaction

Your work values play a very important role in determining what kind of work you find fulfilling. Through this workshop, you'll assess and prioritize your most important work values, and discover how to use what you've learned about your work values to help guide your career decisions.

Wednesday, October 2
1pm – 2:30pm SAC 151

Creating Your Career Plan B

Expand your career options. Learn how to assess your strengths and transferable skills to explore careers paths that might be a good match. Gain a better understanding of the job market and identify hot jobs and growing industries. Get an overview of various job search tactics, resources available at DePaul to optimize your job search, and more.

Wednesday, October 9
2pm – 3:30pm DPC 9500

Handling Job Offers

Determine the best techniques and practices to negotiate your compensation package. This workshop will include a discussion on salary, benefits negotiation, and offer advice on how to handle salary requests and multiple offers.

Thursday, November 14
12pm – 1:30pm DPC 9500

How Can Alumni Help Me Plan My Career?

Most college students and alumni feel uncertain about their next step after obtaining their degree. Talking to someone who's been there can help. In this workshop, learn the different ways alumni can help you as you plan your career. We'll talk about where to find alumni and the best practices of building relationships and growing your network. It's easier than you think!

Wednesday, September 25
4:30pm – 6pm DPC 9500

Thursday, October 24
11:30am – 1pm LPC TBD

Friday, November 8
12pm – 1:30pm Webinar

How to Build a Career Portfolio

A professional career portfolio provides you with a tremendous resource for showcasing your work skills and experiences to an employer. In this workshop, you'll learn how to conceptualize and compile an effective portfolio.

Tuesday, October 8
2pm – 3:30pm SAC 151

Identify Your Skills and Accomplishments

Skills are the currency of the job market; you get a paycheck in exchange for the skills you use in your job. Through

this workshop, you'll assess your skills, determine which ones you want to acquire or further develop, and identify ways to do so. Also, you'll learn how to clearly articulate your skill set and provide solid examples of those skills in practice.

Monday, October 14
12pm – 1:30pm SAC 151

iPrep – Find Your Dream Internship Workshop

This workshop will help you create a strategy for applying to and securing your dream internship. You will also learn about the University Internship Program as a way for undergraduate students to receive academic credit for an internship and fulfill the Junior Year Experiential Learning (JYEL) requirement. This workshop also meets the University Internship Program Orientation requirement.

Friday, September 27
11am – 12:30pm DPC 9500

Wednesday, October 16
2:30 pm – 4pm SAC 151

Job Search Strategies in a Challenging Job Market

Learn how to identify effective job search strategies in a challenging job market. Get an overview of a multitude of job search tactics and begin the process of selecting the strategies that make the most sense for you. Learn how to maximize the numerous job search resources available at DePaul and beyond.

Wednesday, November 6
2pm – 3:30pm SAC 151

LinkedIn series

LinkedIn Basics for Job Searching

This is a hands-on workshop held in a computer lab and is the first in a two part LinkedIn workshop series. Learn the value of LinkedIn as an online networking tool and the basics of building a professional profile that represents your online brand. After building your profile, we will also discuss and demonstrate making connections to build your network, joining relevant groups, and cover some basic job searching tips on LinkedIn. Please be sure to create a LinkedIn

account before the workshop so you have a starting point when you attend the workshop. Already have a profile that you are actively using and want to learn more about LinkedIn? Check out the other LinkedIn workshop, "Leveraging LinkedIn: Using Your Profile to Create Results."

Thursday, September 26

12:00pm – 1:30pm Loop TBD

Leveraging LinkedIn: Using Your Profile to Create Results

This is a hands-on workshop held in a computer lab and is the second in a two part LinkedIn workshop series. Do you already have a profile, made some connections, joined some groups, but still want to know how to use your profile to get results? This workshop is for people who are already comfortable with the basics of LinkedIn, but want to learn more about leveraging their network, utilizing 2nd and 3rd degree connections, advanced job searching techniques, and much more. Workshop participants should be active LinkedIn users as we will not cover the basics of building your LinkedIn profile in this workshop. Please come to the workshop ready to work live on your profile as we discuss these techniques. Still a LinkedIn beginner? Check out the first workshop in the LinkedIn workshop series, "LinkedIn Basics for Job Searching."

Wednesday, November 13

12:00pm – 1:30pm Loop TBD

Love What You Do – DePaul Interest Finder (DIF)

This workshop is ideal for students who are exploring major and career options. Research has shown a strong correlation between incorporating interests into your career planning process and ultimate workplace satisfaction. Participants will take the DePaul Interest Finder (DIF), a tailored survey designed to specifically help DePaul students explore their interests and identify related majors, student organizations, and careers. Take advantage of this opportunity to learn how your time at DePaul can be shaped to match your interests and help you work toward career satisfaction.

Wednesday, October 23

11am – 12:30pm SAC 151

Maximize Your Job & Internship Fair Experience

First impressions count! Learn how to approach employers and make a lasting first impression. DePaul's Career Center hosts multiple Job & Internship Fairs throughout the academic year with hundreds of employers looking for candidates like you. This workshop helps you maximize the Job & Internship Fair as an opportunity to showcase your skills and abilities in an active job searching forum.

Tuesday, September 17

5:30pm – 7pm Loop – TBD

Tuesday, October 1

5:30pm – 7pm LPC – TBD

Thursday, October 3

12pm – 1:30pm Loop – TBD

Tuesday, November 5

5:30pm – 7pm Loop – TBD

Myers-Briggs Type Indicator (MBTI)

Looking for work that is intrinsically interesting and gratifying to you? The MBTI is used to assist individuals in identifying their personality strengths, preferred work environments, communication styles and career possibilities. While few occupations provide a "perfect" match between personality and work tasks, this indicator and workshop will assist you in making an informed decision.

Monday, October 21

1:30pm – 3:30pm SAC 151

Campus Employment 101

During this information session, you will learn how to use the Campus Job Board to search/apply for on-campus jobs. Resume basics, interviewing tips and follow-up procedures will also be covered, so you are polished and well-prepared for the entire on-campus job search process.

Please visit <http://studentemployment.depaul.edu> or the Office of Student

Employment front desk for specific times and locations. Walk-ins are welcome.

Soup it Up! – Resume Writing for Educators

Note: This workshop is open only to students and alumni in DePaul's College of Education.

How do you transition a traditional resume to an educator's resume? How can I make a resume stand out? What is the best way to highlight your skills?

Join us to answer these questions and more as you learn important components of an education resume. Whether you are beginning to craft your teaching resume or ready to update your resume after student teaching, this workshop examines the nuts and bolts, content, and key areas to creating a strong resume for a career in education.

Wednesday, October 30

5pm – 6pm SAC 151

Tell Me About Yourself 101

This workshop will help you build confidence in approaching and talking to potential employers at job fairs. Specifically scheduled before and during the Just-In-Time Job Fair, attendees will work on perfecting their introduction to employers. With help from DePaul's Alumni Sharing Knowledge (ASK) program, you will leave knowing exactly what to say when an employer says, "Tell me about yourself." ASK is a network of DePaul alumni who volunteer as career mentors to help students prepare for a successful future. To learn more about ASK, visit <http://ask.depaul.edu>.

Friday, October 4

10am – 11am LPC – TBD

Friday, October 4

12:30pm – 1:30pm LPC – TBD

program orientations

On-Campus Interviewing Orientation

The 30 minute On-Campus Interviewing orientation is a prerequisite to participating in the On-Campus Interview Program. You must complete the online orientation session prior to your on-campus interview. The orientation will make you aware of the policies for participation in

the On-Campus Interview Program and provide useful information for successful interviewing.

Please visit [DePaul.Experience at careercenter.depaul.edu](http://DePaul.Experience.careercenter.depaul.edu) for specific times and locations.

University Internship Program (UIP) Orientation

This is a prerequisite workshop for UIP and must be completed in order to enroll in an academic internship course to earn Experiential Learning credit. Students who have not yet secured an internship are welcome to attend this workshop.

The UIP Orientation provides you with the information you need to complete the enrollment process, and register for a University Internship Program course. In this workshop, you will learn the format and content of the UIP 250, 251, 252, 253, 254, 350 and 367 courses, as well as how completing an internship can help you explore career paths, gain valuable experience and connect with professionals in your area of interest.

Note: For UIP Webinars, you will receive instructions via email the day before the scheduled webinar. An internet connection and the ability to hear audio is required to participate.

Wednesday, September 18

12:30pm – 1:30pm Webinar

Monday, October 7

11:00am – Noon Webinar

Friday, October 11

Noon – 1:00pm Webinar

Tuesday, October 22

10:00am – 11:00 AM Webinar

Friday, November 1

11:00am – Noon Webinar

Wednesday, November 6

4:00pm – 5:00pm Webinar

Monday, November 11

4:00pm – 5:00pm Webinar

Tuesday, November 19

10:00am – 11:00am DPC 9501

Tuesday, November 26

11:00am – Noon SAC 151

Monday, December 2

11:00am – Noon Webinar

Tuesday, December 10

5:00pm – 6:00pm Webinar

Thursday, December 12

5:00pm – 6:00pm Webinar

Wednesday, December 18

12:30pm – 1:30pm Webinar

Still looking for an internship? Attend the iPrep: Find Your Dream Internship workshop, which also fulfills the prerequisite UIP orientation requirement.



editorial information

Career Connections is published quarterly by the Career Center at DePaul University. It is intended as a career planning resource for all DePaul students and alumni, and is also available in downloadable PDF format at careercenter.depaul.edu.

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To inquire about receiving bulk supplies of *Career Connections* for student organizations or on-campus offices, contact the editor.

financial fitness workshops

Debt 101: Demystifying Student Loans

You know they exist, but you don't know exactly what they all mean. Attend this workshop to gain a deeper understanding of your student loans. This workshop will cover the different types of student loans, how to estimate your debt load upon graduation, and what some of your repayment options may be.

Tuesday, October 1
4:00pm – 5:00pm DPC 9500

Thursday, November 14
12:00pm – 1:00pm SAC 151

How's your Credit History?

Do you know how your credit habits will affect your lifestyle? Learn important information about choosing credit cards, understanding credit reports and credit scores and managing existing credit card debt.

Wednesday, October 9
4:00pm – 5:00pm SAC 151

Thursday, November 7
12:00pm – 1:00pm DPC 9500

Savings and Spending Plans that Won't Fail

We all want to save but know that it can be hard to stick to a savings plan. This workshop will provide you with some strategies for saving and will help you to set reasonable and attainable goals that will help motivate you to keep your savings on track. Once you have goals in place both savings and budgeting become easier.

Wednesday, October 2
3:00pm – 4:00pm DPC 9500

Managing College Costs *new*

Paying for school can cost a fortune if you don't plan correctly. Attend this workshop to get practical tips on how to save thousands of dollars. We will review tips on how to cut costs as well as how to secure scholarships.

Tuesday, November 12
12:00pm – 1:00pm DPC 9500

Studying Abroad Without Breaking the Bank

Sure, studying abroad is a great opportunity but isn't it too expensive? Attend this workshop to learn the true costs of studying abroad. This workshop will cover some basics about the costs of overseas study as well as strategies to save for your trip, how to manage your money while abroad, and how to find scholarships to help finance your experience.

Tuesday, October 22
4:00pm – 5:00pm SAC 151

Thrifty Travel Tips

If you are looking for tips on planning a getaway without going broke, this is the workshop for you. We will review insider tips, the best times to buy and some of the best sites to use.

Tuesday, October 15
4:00pm – 5:00pm DPC 9500

Thursday, October 31
12:00 – 1:00pm SAC 151

The Graduate's Guide to Financial Success

This workshop will provide graduating students with simple strategies to help them become financially successful. Topics covered include repayment of school loans, how to create a realistic budget for a full-time job and credit strategies.

Thursday, October 24
4:00pm – 5:00pm SAC 151

5 Tips on How to Finance Graduate School

Are you considering graduate school but not quite sure how you will fund it? Topics will include calculating total costs, basics on various funding options including loans, grants and scholarships and a method to determine if you are borrowing wisely.

Tuesday, October 29
12:00pm – 1:00pm DPC 9500

Introduction to Investing

If you are interested in learning how to maintain and build wealth, this is the workshop series for you. Topics covered will include investing basics for stocks, bonds and mutual funds. This workshop will provide basic knowledge and resources for making wealth a reality for you!

Tuesday, October 8
5:30pm – 7:00pm DPC 9500

Thursday, November 14
5:30 – 7:00pm Richardson 400

Buying a Home

Purchasing a home can be complicated and scary. Attend this workshop to learn what is really involved in making this big purchase. Participants will receive step-by-step processes that will assist them in making a financially sound choice.

Thursday, October 17
12:00pm – 1:00pm DPC 9500

Tuesday, November 5
4:00pm – 5:00pm DPC 9500

For more information, contact Financial Fitness at 312-362-6482 or send an e-mail to: financialfitness@depaul.edu. Visit our website at: <http://financialfitness.depaul.edu>



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