

Name: \_\_\_\_\_

**Career Plans \*:** Develop career plans for job search, moving up in existing job, starting a business, graduate school and/or whatever you have planned for your career post-university life. Consult web resources for research and networking.

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*\*Either use this template or write in narrative form*

Career Plans	Career Search	Job Promotion	Start a Business	Graduate School	Combination and/or Other Plans
Research: What do I need to research?					
Networking: Select Mentors/ Attend KSU Alumni Networking events  Join Web 2.0 Community: KSU Senior Network Experience					
References:  Get at least three references					

Resume: Write Edit Post on Owl Link					
Values & Skills:					
Interviewing Skills: Practice at KSU Career center					
KSU Career Services: Attend Career Fairs & Career Seminars					
Create Portfolio:  Self Knowledge for Interviewing, applications for career, graduate school, starting a business					
Other: What					

other plans do you have?					
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**Career Plan Resources: From *The Complete Graduate: A Workbook for College Seniors***

**Part III      GO: Time to Start Career-Hunting**

- 3.1 Most common mistakes made by seniors**
- 3.2 Utilizing your Career Services Center**
- 3.3 Identifying work values and skills**
- 3.4 Researching your career**
- 3.5 Cover letters**
- 3.6 The resume as a sales tool**
- 3.7 The interview as a sales pitch and Thank You Letters**
- 3.8 Dealing with rejection**
- 3.9 Choosing the right offer**

*Web Resources for Part III*

**KSU Career Services: Provides information on the career search process**  
<http://careerctr.kennesaw.edu/>

**KSU Career Services: Resume Checklist**  
<http://careerctr.kennesaw.edu/ResumeChecklist.htm>

**KSU Career Services: Interviewing**  
[http://static.jobtrak.com/job\\_search\\_tips/interv.html](http://static.jobtrak.com/job_search_tips/interv.html)

**KSU Career Services: Salary Information**  
<http://careerctr.kennesaw.edu/Salary.htm>

**KSU Senior Year Experience Program: College Senior Resources  
 On KSU Campus:**

[http://www.kennesaw.edu/university\\_studies/senior\\_year/ksu\\_resources.htm](http://www.kennesaw.edu/university_studies/senior_year/ksu_resources.htm)

**Other Resources:**

[http://www.kennesaw.edu/university\\_studies/senior\\_year/other\\_resources.htm](http://www.kennesaw.edu/university_studies/senior_year/other_resources.htm)

**United States Department of Labor: Provides information on careers**

<http://www.bls.gov/>

**United States Chamber of Commerce**

<http://www.uschamber.com/default>

**International Chamber of Commerce**

<http://www.iccwbo.org/>

**Georgia Chamber of Commerce: Research and Networking for Careers in Georgia:**

<http://www.gachamber.com/>

**University System of Georgia Career Fairs: Link to USG System Institution – Consult Career Center for each institution - According to our KSU Career Service Center, you may visit career fairs at other system schools using your KSU Student ID. Also, we have a reciprocal**

**Program with most colleges in the United States to use their Career Service Center – in order to do that you need a letter from our Career Services Director Karen Andrews (for more information call KSU Career Services at 770 423 6555.**

<http://www.usg.edu/inst/index.html>

**Galileo Career Fairs: University System of Georgia**

<http://www.usg.edu/galileo/internet/jobs/jfairs.html>

**Georgia Hire: University System of Georgia Website for College Students**

<http://www.georgiahire.com/students.html>

**Quintessential Career Search: Provides information on resume writing, interviewing, salary negotiation and more:**

<http://www.quintcareers.com/>

**Quintessential Career Search: Creating a Portfolio**

<http://quintcareers.4jobs.com/MKT/Content/JS/Default.asp?pg=Portfolio>

**American Council on Education: Salaries of College Graduates**

<http://www.acenet.edu/hena/feature/index.cfm>

**Atlanta Book of Lists: Research on Companies in Atlanta Area**

[http://www.bizjournals.com/bookoflists/atlanta/list\\_index.html?sid=543bf90d9b48cc8b40620203d23b168f](http://www.bizjournals.com/bookoflists/atlanta/list_index.html?sid=543bf90d9b48cc8b40620203d23b168f)