POINTERS FOR YOUR RESUME & HH :

Here are some important website and links that you should be knowing :

1. Hackathon Hackers ( largest techie group on fb )
2. Resume Building Websites : http://creddle.io
3. Feel free to join our DUCS Coding Club ! :) Though its a closed group !
4. U can write articles / blogs or post on Medium.com
5. [producthunt.com](http://producthunt.com) : shares the news of new products and you can share as well
6. [GitHub.com](http://GitHub.com): just to keep track of your daily code and yess of course for team projects !
7. U can have an account on [StackOverflow.com](http://StackOverflow.com) or some other site where u code daily and practice new questions : [geeksforgeeks.com](http://geeksforgeeks.com) , [sanfoundary.com](http://sanfoundary.com) (for mcq), [leetcode.com](http://leetcode.com) , [interviewbit.com](http://interviewbit.com)

## Coming to the main part :

## Where do we start ??

1. U can have a look on templates provided on **Google docs**. U can design a template similar or just use one of them.
2. Resume should be short : 1 page is sufficient
3. crisp and clear ,” WRITE LESS THINK MORE ”
4. IT IS VERY IMP TO REALIZE THAT WHAT U WRITE IS ACCURATE

{

WHAT I MEAN BY ACCURATE??

“dont write anything u dont have a confidence of !!! DONT , OR

IF YOU WRITE SOMETHING THEN HAVE THE ART OF FAKING IT NICELY ”

}

## What should your resume contain ??

**3 MAIN THINGS :**

1. **EDUCATION**
2. **SITE/PROJECTS**
3. **EXPERIENCE**

Combination of any 2 will work for the resume

## Lets talk about the three main points one by one :

### EXPERIENCE :

-> DONT mention your position as your experience : like dont ever say i was project assistant or some “blah blah” intern at some firm , RATHER : you should mention in crisp about what you did ?

**Mention you work on top**

### 2. EDUCATION :

-> though this is one of the MOST important aspects BUT DONT GET EMOTIONAL IF YOU WERE A BRIGHT STUDENT :: **DONT MENTION EDUCATION ON TOP**

**->** specially in campus placement they are not concerned of what have you studied they obviously already know what you did

-> BUT obviously this is not a field to be left empty , so what goes here ??

If you are a masters person , simply mention Msc and your specialisation and Bsc,

Dont have to give percentile and schools PLZ

If you have scored really well , and got a really good rank , you can may be mention it in achievements or in brackets

### 3. SITE PROJECTS :

-> mention Tech Projects only

-> here where the ACCURACY RED ZONE starts :

plz i m reminding you again , mention those projects only which u noe 100% about , or you can fake well

-> Coming to presenting the projects clearly :

Name of the project :

one line explaination of what happens in this project

write in pointers

most importantly write what you did ?

## Coming to the other pointers :

### SKILLS:

-> dont mention progress and years of your skill

-> avoid using terms like “beginner” and “expert”

-> dont mention simple skills like “MS OFFICE” , I HOPE U REMEMBER THIS IS A TECH RESUME SOOOOO..PLZ SIMPLY DONT

-> PLZ DONT mention your hobbies without a significant achievement like national level player , olympiad topper

-> Your skill can include either your knowledge or experience

-> dont mention more, but precise and the ones you KNOW

### 2. ACHIEVEMENTS / COURSES / CERTIFICATION :

-> MENTION THE SIGNIFICANT ONES FIRST

-> you can include your courses and certification and tech conference participation and event volunteering in this section

-> you can name accordingly

## what about personal details ?

Your name , phone no and email id are enough

your bio might include links to GitHub/ StackOverflow etc. or Medium Blog/ any blogging site

### Phewww…

Hope this helps ! :)