Soft Skills Center

INP TOULOUSE **ENSEEIHT**

Careers & Management (CAM) L3
Module 1 : Professional networking to boost career development

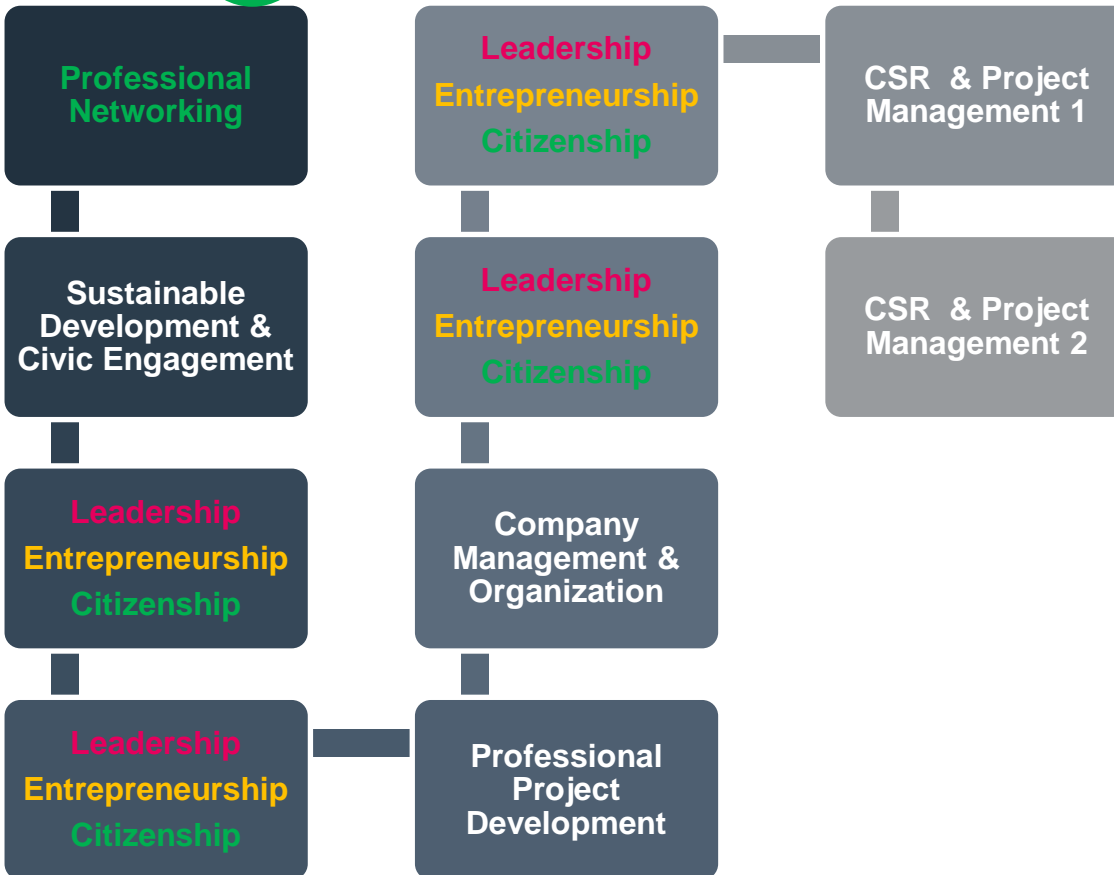# Professional Networking Module

Icebreaker

Get to know someone you don't know (2-3 minutes each). Introduce yourself in English. Include the following information:

1. Your name & your current situation

2. Where you're from
   - your studies before N7
   - Something interesting about yourself (interests, activities, achievements, responsibilities, etc…?)

3. Why engineering? Why N7?
   - What is your future plan A, B, C, D, or E? Why?

Careers and Management (CAM)
THE BIG PICTURE

L3   **M1**   **M2**

Professional Networking

Sustainable Development & Civic Engagement

Leadership Entrepreneurship Citizenship

Leadership Entrepreneurship Citizenship

Leadership Entrepreneurship Citizenship

Leadership Entrepreneurship Citizenship

Company Management & Organization

Professional Project Development

CSR & Project Management 1

CSR & Project Management 2

This year you will:
- ➤ Develop your professional identity and self-awareness through self-reflection and group project work
- ➤ Manage your online professional identity
- ➤ Recognise, discuss and actively develop soft skills
- ➤ Develop career-decision making skills and construct your future.
- ➤ Develop digital media skills to track your progress and communicate your learning to others

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Professional Networking: why?

Professional Networking: why?

85%
of open positions are filled
through networking

Source: Payscale

The vitality of our
network will determine
our professional fate

Tom Peters

Networking is the No. 1 unwritten
rule of success in business.

— Sallie Krawcheck —

Professional Networking:
What does the *Commission des titres d'ingénieur (CTI)* say?

« (…) l'ouverture transdisciplinaire, (…) la curiosité et l'ouverture sur le monde, (…) la capacité à communiquer, à faire valoir ses propres approches et à comprendre et respecter celles de ses collaborateurs, clients, partenaires étrangers (…) **nécessaire** dans le contexte actuel d'internationalisation des entreprises et donc du recrutement des cadres. »

Références & Orientations
Livre 2, 2016, p.42

Professional Networking:
What do N7 alumni say?

« Our advice?
Tell students to start building their networks.
Everything **works via referral and networking. »**

Moaad El Amrani (SN 2011),
Software Development Engineer,
Amazon.com Seattle & New York
https://www.linkedin.com/in/moaad-e-5a689320/

Emilio Borraz Ortega (SN 2011),
Senior Developer, North America
Power, New York
https://www.linkedin.com/in/emilioborraz/

New York 2017

What is professional networking?

What do I need for professional networking?

What do I need for professional networking?
3 key artefacts

	Artefacts	Resources on Moodle SHS
	CV in English (+ French + other languages)	Professional English – L3 CAM – M1 – PPP – Recruitment workshops
	***LinkedIn* profile**	CAM – L3 – Professional Networking
	Career-story pitch (2-3 minutes) in English	CAM – L3 – Professional Networking

How to build a professional network?

How to build a professional network?

- ► **Prioritize Your Objectives**
- ► **Find Common Ground**
- ► **Look for a mentor (https://bit.ly/mentoratAIN7j)**
- ► **Consider People You Have Already Impressed**
- ► **Pay it Forward**
- ► **Don't Overlook Your Current Gig**
- ► **Put Yourself In Front of People You Want to Meet**

https://www.forbes.com/sites/lynnperkins/2019/01/11/how-to-build-a-powerful-professional-network-early-in-your-career/?sh=3488d9fb3212

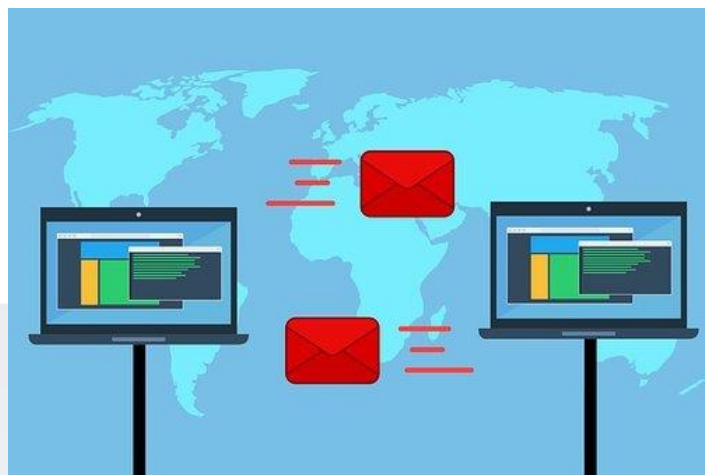# How do I network?

How do I network?
3 ways at ENSEEIHT

- ✓ 6 weeks of **conférences métiers sectoriels – CMS** organised by the REC & Martial Coulon

- ✓ ENSEEIHT alumni network - AIN7

- ✓ Online platforms – My Job Glasses, Millionroads

How do I network?
#1 : Conférences métiers sectoriels – CMS

How do I network?
#2 : The alumni network: AIN7

Prends une longueur
d'avance avec un mentor

Carrière, stages,
entretiens,
rémunération...

Bénéficie d'un contact
privilégié avec un·e
ingénieur·e n7,
disponible pour te
soutenir et te guider.

Quelques mentors
Céline HMF2012, Bureau d'étude @Airbus | Toulouse
Sami IMA2016, Lead Software @Hewyear | Paris, New York
Jean-Baptiste HMF2007, Design Processus Nucléaire @Tractebel | Lyon
Hakim TR2011, Director B2B @Kiwi.com | Rep. Tchèque
Valentin IMA2014, Data Scientist @Playstation | Londres
Benjamin GEA2012, Team Leader IVV @Airbus Defence Space | Toulouse
Arnaud IMA2000, VP Engineering @Dataiku | Paris
Renaud EN1994, Director MPU32 Ops & GM @MicrochipTech | Marseille
Lison GEA2017, X-HEC-UC Berkeley Co-founder @Virtuoso | Paris
Renaud ET1994, CEO & Co-founder @pds | Buenos Aires

Lien d'inscription pour un

mentor de l'AIN7 :

https://bit.ly/mentoratAIN7j

How do I network?
#3a : *My Job Glasses* online platform for professional networking practice for students

https://www.myjobglasses.com/

How do I network?
#3b : *Millionroads* online platform for path analysis & connect practice for students
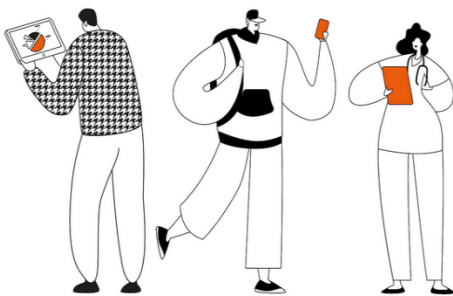
https://www.millionroads.com/

How do I network?
#4 : Other…

Start professional networking today!

Before November semester 5, you'll have:

- ✓ **updated** your CV & *LinkedIn* profile in English
- ✓ **practised** your 2-3 min career-story pitch in English (create a video)
- ✓ **selected** your networking means (AIN7 network, My Job Glasses, Millionroads, etc.)
- ✓ **organized & completed** at least ONE professional networking information interview
  - ✓ **written** at least ONE information interview report
  - ✓ **written** at least ONE thank-you email
- ✓ **created** an ePortfolio
  - ✓ **added** your networking artefacts to a « Career Development » tab on your ePortfolio
  - ✓ **uploaded** your ePortfolio to Moodle SHS

ePortfolio example 2020

AMÉLY JOLY
Electrical engineering student at ENSEEIHT

https://amelyjoly.wixsite.com/amelyjoly

1. Click on Amély's ePortfolio link above.
2. What are your first impressions? Why?
3. Can you find the 5 key professional networking artefacts below?

- ➢ CV in English
- ➢ *LinkedIn* profile in English
- ➢ 2-3 min. career-story video in English
- ➢ One-page networking interview report
- ➢ Thank-you email

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ePortfolio example 2020

AMÉLY
JOLY ——
Electrical engineering student at ENSEEIHT

https://amelyjoly.wixsite.com/amelyjoly

1. Click on Amély's ePortfolio link above.
2. What are your first impressions? Why?
3. Can you find the 5 key professional networking artefacts below?

➢ CV in English
➢ *LinkedIn* profile in English
➢ 2-3 min. career-story video in English
➢ One-page networking interview report
➢ Thank-you email

ePortfolio example 2020

AMÉLY
JOLY
Electrical engineering student at ENSEEIHT

1. Click on Amély's ePortfolio link above.
2. What are your first impressions? Why?
3. Can you find the 5 key professional networking artefacts below?

- ✓ CV in English
- ✓ *LinkedIn* profile in English
- ✓ 2-3 min. career-story video in English
- X One-page networking interview report
- X Thank-you email

Why ePortfolios?

Why ePortfolios?

ePortfolios : What do employers look for?

ePortfolios : What do employers look for?

Developing an ePortfolio for Work

Authors Watty and McKay state that employers identify key benefits of a job candidate's e-portfolio as:

- Provides a body of evidence
- Helps in the recruitment process (with narrowing-down selection)
- Caters to the next generation • Helps employers get a "feel for the person"
- Offers an in-depth understanding of the applicant

Watty and McKay also say that e-portfolios can reveal things about candidates that the interview process may miss, such as:

- Personalised body of learning evidence against generic skills
- Learning style and preferences
- The lens through which they view the world/life
- Communication tool

In an article for *Getting Hired*, Jim Hasse suggests:

- Go business-like in your choice of colors and fonts. Keep it professional.
- Consider layout and create separate sections for education, experience, special projects, resume. You may want to avoid listing your references publicly, but make sure you can provide them if contacted.
- Provide pictures that are of good quality and illustrate the point of content.
- Use spell-check for the content and keep it up to date!

In an *Educause Quarterly* article, authors Ward and Moser write the type of information employers believed would be valuable in an e-portfolio include the following:

- Resumes/references (93 percent)
- Written work (39 percent)
- Projects (37 percent)
- Presentations (33 percent)
- Lesson plans (23 percent)
- Case studies (7 percent)
- Artistic performances (6 percent)

In the educational services area, resumes topped the list of preferred information, followed by lesson plans, projects, and written work, while health care employers wanted to see resumes, references, and presentations. A resounding 95 percent of respondents preferred to access the e-portfolio via a web-based link.

Sources:

Hasse, J. (2016). Your ePortfolio: Essential job marketing tool. *Getting Hired*. Retrieved from https://www.gettinghired.com/en/blog/2016/9/your-eportfolio-essential-job-marketing-tool.

Ward, C. and Moser, C. (2008). E-portfolios as a hiring tool: Do employers really care? *Educause Quarterly 31*, 4. Retrieved from https://er.educause.edu/articles/2008/11/eportfolios-as-a-hiring-tool-do-employers-really-care.

Watty, K. and KcKay, J. (n.d.). E-portfolios: What employers think. *Global Focus Magazine*. Retrieved from https://globalfocusmagazine.com/eportfolios-what-employers-think/.

ePortfolio framework @N7 2021-2022

6 tabs minimum to be completed over 3 years of studies to showcase skills, projects & best productions:

➢ Welcome

➢ Engineering course *(+ sub-tabs for projects & productions)*

➢ International Mobility *(+ sub-tabs for Prof. English, LV2, etc.)*

➢ Sustainability & Civic Engagement

➢ Sport & other activities

➢ Career Development *(+ sub-tabs for internships, PPP, etc.)*

Professional Networking: 6-week module

1. Intro to networking
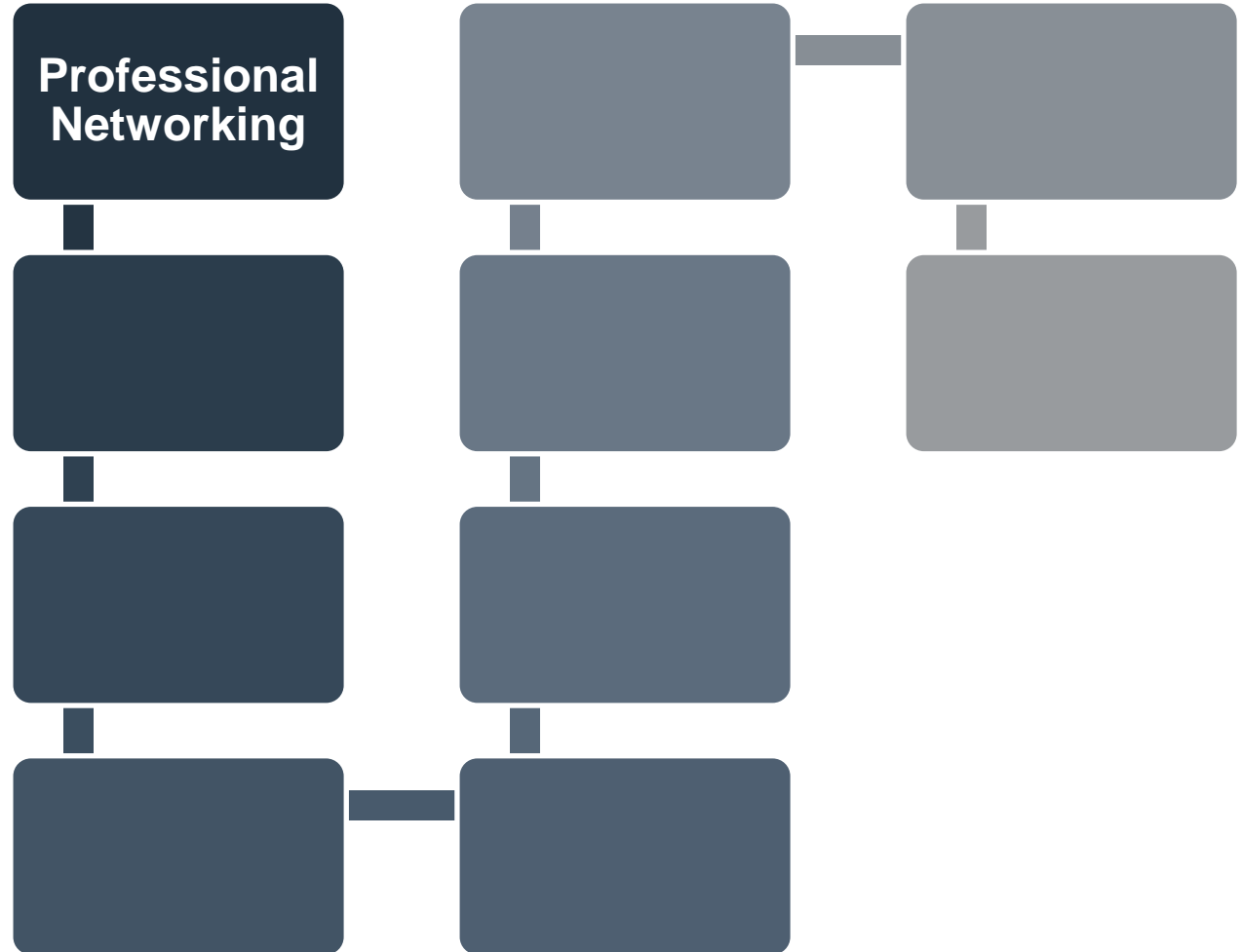
2. Pitches, interviews, emails

CMS: Rentrée Climat

3. eReputation, eBranding, LinkedIn

4. Written Communication

5. Entrepreneurial Mindset

6. ePortfolio Upload

Professional Networking

Professional Networking module : Objectives

➢ **Expand** your personal professional network

➢ **Develop** your networking skills

➢ **Build** an ePortfolio to develop & showcase your professional project

➢ **Create & showcase** artefacts in your ePortfolio CAREER DEVELOPMENT tab:
  - ✓ CV in English
  - ✓ *LinkedIn* profile in English
  - ✓ 2-3 minute video career-story pitch in English
  - ✓ One-page networking interview report
  - ✓ One-page thank-you email

Professional Networking module: Learning Outcomes

By the end of this 6-week module, students will have:

✓ **Engaged in activities proposed by ENSEEIHT & used resources** to develop their professional network and networking skills

✓ **Designed their CAREER DEVELOPMENT tab on their ePortfolio**, & uploaded the following 5 key professional networking artefacts:
   ➢ CV in English
   ➢ *LinkedIn* profile in English
   ➢ 2-3 minute career-story pitch video in English
   ➢ One-page networking interview report &
   ➢ One-page thank-you email

✓ **Uploaded their ePortfolio V1 + 5 artefacts** to Moodle **before November**

Professional Networking:
artefacts, resources, deadlines

#	Artefacts	Resources on Moodle SHS	Upload deadline
A0	Eportfolio	CAM – L3 – Professional Networking	November - semester 5
A1	CV in English	Professional English – L3	November - semester 5
A2	LinkedIn profile	CAM – L3 – Professional Networking	November - semester 5
A3	Career story (2-3 min) pitch video in English	CAM – L3 – Professional Networking	November - semester 5
A4	One-page networking interview report	CAM – L3 – Professional Networking – *My Job Glasses student guide PDF* (see final page report template to complete)	November - semester 5
A5	Thank-you networking interview email	CAM – L3 – Professional Networking – *My Job Glasses student guide PDF* (see *thank-you email* example)	November - semester 5

Career story pitch video : to practise making a positive first impression

- Represents 50% of your final grade
- 3 mins MAX in English

- What you are currently studying **now**
- Your **past** experiences which have lead you to study at N7
- What you would like to do in the **future**

To do *before* your next CAM class

✓ **Update** one-page CV, LinkedIn profile

✓ **Organise** an information interview
    ✓ via the *My Job Glasses* or *Millionroads* platforms
    ✓ via the AIN7 network mentor project
       https://bit.ly/mentoratAIN7j

✓ **Build** your ePortfolio 6-tab framework (consult resources: **http://moodle-n7.inp-toulouse.fr/course/index.php?categoryid=364**)