ASSIGNMENT 7:
Preparation

Point value: 20 pts.
Asssigned: 24 October
Due: 31 October (scary, I know)

Objective

To practice preparing materials for a professional or academic opportunity.

Goals

- To learn to format your experience for a given opportunity, using the vocabulary of that opportunity

- To begin drafting materials that you can revise and shape into working professional documents

- To start the process of applying for internships, full-time employment, or graduate schools

Reading Assignment

- (For professional employment) `Allegheny "Developing Professional Documents" guide`

- (For graduate programs) `Yale's Guide to Writing Personal Statements`

Assignment Activity & Required Deliverables

- Choose *at least* one professional or academic opportunity.

    - JOB/INTERNSHIP LISTINGS: Prepare a cover letter and résumé as a packet and upload to this GitHub repository. In addition, upload the position listing with your highlighting and notes.
    - GRADUATE PROGRAMS: Write a draft of a personal statement for the chosen program and include a résumé document tailored for the opportunity. In addition, upload your notes on the program from the previous assignment.

Evaluation

This assignment will be evaluated using the following criteria:

- Submission contains appropriate number of documents as described in the **Assignmnet Activity & Required Deliverables** section.

- Submission contains a complete, honest attempt at a full submission as if applying or submitting materials

Turning in the Assignment

Commit all documents for this assignment to the assignment repository for this assignment.