

Career Readiness Quiz [DRAFT]

1. What shape is your resume in?
 - a. Tip top shape! It's up to date and has been reviewed by the Career Center.
 - b. Decent shape... but maybe I should have it reviewed.
 - c. Resume? What resume?
2. How would you describe your professional network?
 - a. LinkedIn is life! I actively seek out opportunities to meet professionals, always add them to my LinkedIn, and am mindful about fostering an ongoing relationship with key contacts.
 - b. I've met professionals and added them to my LinkedIn, but have no clue what I should do next
 - c. Networking? Sounds scary!
3. When it comes to interviewing, you...
 - a. Are a pro! I know how to handle both behavioral and situational questions and feel confident doing so.
 - b. Are familiar but not confident. I should probably get some practice in!
 - c. Are a novice. Interviews are a mystery to me!
4. When I think about my future career...
 - a. I have a few solid ideas and have begun building the skills and experiences I need to achieve my goals.
 - b. I have no idea! I never know what to say when people ask me what I'm going to do after graduation.
 - c. There is only one path for me. Failure is not an option.
5. When you apply to positions, you...
 - a. Always follow up with an email to the recruiter, hiring manager, or a connected member of my network whenever possible.
 - b. Sometimes follow up, when it isn't too difficult to track down a contact.
 - c. Cross your fingers and click submit.

Mostly A's: Will you be my mentor? You've got this career readiness thing down! But that doesn't mean the Career Center has nothing to offer you. Connect with a career coach to create a strategy for your next steps!

Mostly B's: You're getting there! You've taken some solid steps towards becoming career ready, and the Career Center is here to support you in your progress! Schedule a career coaching session to identify the gaps in your preparation and make a plan to bridge them.

Mostly C's: Don't panic (but don't delay)! We've got you. Career coaches are here to help no matter where you are in your journey. Schedule a coaching session soon to ...

NOTES:

- Make questions a Likert scale!
- Provide resources depending on the scores!
 - o If a category (EX- resume writing, interviewing, etc...) is rated as neutral or below, provide specific resources based on those topics
 - o Or provide a list of topics for every category and provide a list of results so students know which resources can bolster each skill

Overall:

- <https://app.joinhandshake.com/stu/appointments>
 - o Schedule a career advising appointment to get your resume reviewed, prepare for an interview, explore career options within your field, and more!
- <https://resources.depaul.edu/career-center/services-resources/Pages/career-library.aspx>
 - o The career library offers 24/7 access to 80+ PDFs on networking, resume and cover letter writing, how to begin your job search, and more!

Resume:

- <https://resources.depaul.edu/career-center/services-resources/Documents/DePaulCC-1-ResumeBasics.pdf>
- https://docs.google.com/forms/d/e/1FAIpQLSfLjxyo6Cfvqxe7d3ffOpisgQu4U6VHV1-u_XdN_OHZF4eNMw/viewform

- o Submit your resume here for an async review from our Career Readiness Coach
- https://resources.depaul.edu/career-center/resumes-interviews/Documents/Business%20Resume%20Packet%208_24_15.pdf
 - o Business School resume guide!

Cover Letter:

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