

## **ECON 198: Economics and Your Career**

**COURSE INSTRUCTOR:** **Katie Kennealy-Pierczynsky**, Assistant Director of Career and Alumni Affairs, Dept. of Economics; **Soyeon Jung**, Graduate Assistant, Dept. of Economics

**OFFICE HOURS:** By appointment. Email [kennealy@illinois.edu](mailto:kennealy@illinois.edu) or [sjung38@illinois.edu](mailto:sjung38@illinois.edu)

**COURSE WEBSITE:** <https://compass2g.illinois.edu/>

### **COURSE DESCRIPTION:**

An introductory course aimed at assisting students develop professional skills and explore career paths in economics. Students in this course will create and build foundational skills such as writing resumes, networking, professionalism, and interviewing techniques all focused on a careers in the discipline. There will be eight REQUIRED meetings throughout the semester (dates shown above), bi-weekly activities, and 3 additional activities of your choice from a pre-determined list listed below. Enrollment limited to undergraduate students majoring in Economics, Econometrics & Quantitative Economics, or Computer Science & Economics.

### **LEARNING OBJECTIVES:**

After completing this course, students should:

- Understand the benefits of a LAS degree from the Department of Economics at the University of Illinois at Urbana-Champaign
- Be acquainted with economic fields and undergraduate academics to strengthen degree
- Understand various careers graduates may pursue and the career process
- Understand the types of programs and paths to graduate school
- Be familiar with campus resources to build resumes, skills, and job searches
- Have updated materials for career and graduate school applications

This course will be divided into two separate classes: a synchronous group and a asynchronous group. Students in the synchronous ECON 198 course will be participating in 8 live lectures that will occur every other **Wednesday at 4:00 PM CST**. This means that you should log into the Zoom class meeting at 4:00 PM CST on the weeks we have class. Once you have selected to be in the Synchronous group, you cannot switch to the asynchronous group.\*For further information, see note on attendance policy and Class FAQ\*

### **COURSE MATERIALS:**

**Course Webpage:** [www.compass2g.illinois.edu](http://www.compass2g.illinois.edu)

**Zoom:** You will need to access Zoom to log in to the 8 synchronous course sessions. All Illinois students have a Zoom account through their @illinois.edu email.

**Zoom polls:** You will need to access the polling feature within Zoom to maintain attendance points during the synchronous Zoom meetings. This feature will pop up throughout the synchronous meeting. Note that this does not apply to students who will not be able to join synchronously due to time differences.

'Recommended Resources' are provided at the end of this syllabus.

***Correspondence will be sent to your @illinois.edu email, so make sure you check this email frequently.***

**CREDIT AND GRADE:**

1 Credit Hour is awarded for the satisfactory completion of this course.  
Satisfactory/Unsatisfactory grading only (No letter grade).

**COURSE GRADING:**

Course Item	Points per Item	Total Points for Item
Syllabus Quiz	15	15
Required Lecture Attendance* (8 Total)	30	240
In-Class Lecture Activities (8 Total)	30	240
Bi-Weekly Activities (8 Total)	20	160
Selective Activities (3 Total)	75	225
Career Preparation Portfolio	120	120
<b>Total Class Points</b>		<b>1000</b>

*\*Please note that failure to participate in one of the required meetings will affect your attendance grade, and may result in failure of the course. See the "Class Attendance" section below for more details*

**Satisfactory Completion (S)****850 points or higher****Unsatisfactory\*\* (U)****849 points or less**

*\*\*Unsatisfactory will not fulfill the degree requirement, therefore you will need to retake the course*

**BIWEEKLY ASSIGNMENTS:** These assignments will be 20 points each, and there are 8 total assignments. The biweekly assignments are designed to help prepare you in your career journey. Full descriptions of the assignments are listed on the website. Please be sure to follow all instructions listed on the assignment for full credit. Submit all assignments as shown on Compass2g.

**SELECTIVE ASSIGNMENTS:** These assignments are 75 points each and there are 3 total assignments. These selected activities are meant to help you customize your experience in ECON 198. Because there are diverse students, career paths, and interests, these activities are designed and offered to help relate to your needs specifically. For instance, a student interested in pursuing graduate school may find it helpful to attend a graduate school panel, the financial planning session, and a research panel. For these assignments, you will need to submit a proof of attendance and a 350-word, double-spaced summary describing your experience double-spaced on the course Compass page.

Full descriptions of the activities are listed on the Compass website. Please be sure to follow all instructions listed on the assignments for full credit. Submit all assignments as shown on Compass2g.

**FINAL ASSIGNMENTS:** This assignment is worth 120 points. You will create a career preparation portfolio that includes revised assignments, research, and career planning. This assignment is to help assist you in planning your career trajectory and prepare you for the job market.

Full description of the portfolio is listed on the Compass website. Please be sure to follow all instructions listed on the assignment for full credit. Submit the assignment as shown on Compass 2g.

**EXTRA CREDIT:** Attend the selective activities that are not in your chosen list for 25 points each. Proof of attendance and a reflection about the activity are required for grading. For further information and submitting extra credit assignments, please email the instructor.

### **COURSE POLICIES:**

1. **Attendance:** There are three parts to the attendance grade: 1) Watching the whole lecture 2) Answering the Zoom poll questions, and 3) Submitting the lecture activities.

**Zoom:** You will be required to record your attendance through the Zoom poll that are included in the recorded sessions. To record attendance, you will answer questions at the beginning, in the middle, and at the end of each recorded Zoom meeting. Failure to answer one question during the class will result in subtraction of attendance points or no attendance for the session. \*\*\*You must answer **each** poll to get attendance during the recorded zoom session\*\*\*

**Lecture Activity:** You will also be required to submit the in-class activity via Compass after you have watched each recorded session. The lecture activity will only be open during class and 20 minutes after class for you to complete. (*All in-class activities are due by 5:10 PM on the day of class*). You will be given time in class to complete the activity.

2. **Absence:** If you expect to miss class due to a documented conflict, you must contact the instructor in advance to arrange for a make-up assignment. This includes any student accessing this course remotely. This assignment will depend on the type of session missed and will be assigned at by one of the instructors. The instructor reserves the right to reject any documented excuses, ask for further proof of absence, and review each excuse on a case-by-case basis. Students with legitimate conflicts should inform the instructor as soon as the conflict is known. To receive an excused absence, the student must provide an explanation and supply supporting evidence. You must complete a make-up assignment to earn credit for the missed class; it is your responsibility to arrange this assignment with the instructor immediately. University policy lists the absences which are excused, but it is at the discretion of the instructor. Excessive absences are reported to the College Dean according to the Student Code: <http://admin.illinois.edu/policy/code/>.
3. **Late Assignments:** Late assignments may be accepted with a loss in points for being submitted late. Please pay attention to the due dates, especially those which require you to plan in advance. Opportunities for extra credit are only as specified by the instructor offered to the entire class (no individual extra credit assignments). Assignments must be turned in as directed and by the due dates/times specified. Assignments must be completed in full and as assigned. The majority of the work must be your own, even if you use some information from other sources (you must cite these sources appropriately).

4. **Classroom Etiquette:** Please be courteous and respectful of others so that we can maximize learning and have fun. The Zoom classroom environment should be comfortable and welcoming to everyone. Remarks that ridicule or exclude other persons based on race/ethnicity, sexual orientation, gender, age, religion, country of origin, SES, and persons with disabilities (this is not an all-inclusive list) will not be tolerated. Please be respectful of a variety of opinions which may be voiced in class, and be helpful in keeping distractions to a minimum.
5. **Technology Policy:** Out of respect for your fellow students, your professor, and the educational process, all technology devices (cell/smart phones, I-pods, tablets, etc.) outside of your Zoom session must be powered down and put away, not on the desk or on your lap, during class. If texting, using social media, and attending to tasks other than the class material is more important than paying attention for 50 minutes, please do not come to class. If you feel you have an emergency situation that requires your phone to be on vibrate, please clear this with the instructor before class begins. **Additionally, you are expected to partake in online classroom etiquette.** This includes turning your camera on, keeping your microphone on mute (unless asking a question after clicking “raise hand”), participating in breakout rooms, and being respectful to instructors and classmates.
6. **Academic Integrity:** Consistent with University policy, violations of academic integrity are considered a serious offense. A student who is discovered to have violated academic integrity in this course will be subject to the penalties discussed in Section 33 of the Code of Policies and Regulations Applying to All Students. Examples of penalties which may be imposed include a failing grade for the course. See [http://admin.illinois.edu/policy/code/article1\\_part4\\_1-402.html](http://admin.illinois.edu/policy/code/article1_part4_1-402.html) for further details. Academic integrity is a serious matter. It is important to avoid the appearance of cheating. Academic dishonesty charges will be pursued to the highest level possible. The minimum penalty for academic dishonesty involves the student receiving a zero (0) for the assignment. You may review the Student Code: <http://admin.illinois.edu/policy/code/>
7. **Disability Accommodations:** To obtain disability-related academic adjustments and/or auxiliary aids, please contact the course instructor and the Disability Resources and Educational Services (DRES) as soon as possible. To contact DRES you may visit 1207 S. Oak St., Champaign, call 333-4603 (V/TTY), or email [disability@uiuc.edu](mailto:disability@uiuc.edu).

## **COURSE SCHEDULE:**

### **January 27<sup>th</sup>: Introduction and Resume Writing**

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- Lecture on Wednesday, 1/27, 4:00 PM CST & Lecture Activity
  - Syllabus Quiz Due: Friday, 1/29
  - Biweekly Assignment: Resume Due: Friday, 2/5
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### **February 10<sup>th</sup>: Career Fair Preparation**

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- Lecture on Wednesday, 2/10, 4:00 PM CST & Lecture Activity
- Biweekly Assignment: Elevator Pitch Due: Friday, 2/19

- Selective Activity #1 Due: Sunday, 2/21
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### **February 24<sup>th</sup>: Cover Letters**

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- Lecture on Wednesday, 2/24, 4:00 PM CST & Lecture Activity
  - Biweekly Assignment: Cover Letter Due: Friday, 3/5
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### **March 10<sup>th</sup>: Interviewing Do's and Don'ts**

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- Lecture on Wednesday, 3/10, 4:00 PM CST & Lecture Activity
  - Biweekly Assignment: Interview Prep Sheet Due: Friday, 3/19
  - Biweekly Assignment: Feedback Due: Monday, 3/22
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### **March 24<sup>th</sup>: LinkedIn and Handshake** (Recorded—NO live lecture).

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- Recorded Lecture on will be uploaded on Wednesday, 3/24, 4:00 PM CST. More information regarding the recorded lecture + lecture activity to come.
  - Biweekly Assignment: Improved Profile & Reflection Due: Friday, 4/2
  - Selective Activity #2 Due: Sunday, 3/28
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### **April 7<sup>th</sup>: Post Graduation: Graduate School and Work**

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- Lecture on Wednesday, 4/7, 4:00 PM CST & Lecture Activity
  - Biweekly Assignment: Grad School Info Sheet or Post-Grad Sheet Due: Friday, 4/16
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### **April 21<sup>st</sup> : What To Do with an Economics Major**

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- Lecture on Wednesday, 4/21, 4:00 PM CST & Lecture Activity
  - Biweekly Assignment: 10 Year Plan Due: Friday, 4/30
  - Selective Activity #3 Due: Sunday, 4/25
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### **May 5<sup>th</sup>: Alumni Panel & Career Preparation Portfolio**

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- Lecture on Wednesday, 5/5, 4:00 PM CST & Lecture Activity
  - Final Career Portfolio Due: Sunday, 5/9, 11:59 PM CST
  - All extra credit assignments Due: Sunday, 5/9, 11:59 PM CST
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## Recommended Resources:

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Books available in Undergrad Office, University Libraries, or The Career Center Library

**Great Jobs for Economics Majors** by Blythe Camenson

**Smart Moves for Liberal Arts Grads: Finding a Path to Your Perfect Career** by Sheila J. Curran, Suzanne Greenwald

**Knock 'em Dead 2013: The Ultimate Job Search Guide** by Martin Yate

**Guide to America's Federal Jobs: A Complete Directory of U.S. Government Career Opportunities** by Karol Taylor, Janet Ruck

**How to Land a Top-Paying Federal Job: Your Complete Guide to Opportunities, Internships, Resumes and Cover Letters, Networking, Interviews, Salaries, Promotions, and More!** by Lily Madeleine Whiteman, Congresswoman Eleanor Holmes Norton (Foreword)

**Great Jobs for Liberal Arts Majors (Great Jobs Series)** by Blythe Camenson

**You Majored in What?: Mapping Your Path from Chaos to Career** by Katharine Brooks

**Now What?: The Young Person's Guide to Choosing the Perfect Career** by Nicholas Lore

**The Pathfinder: How to Choose or Change Your Career for a Lifetime of Satisfaction and Success** (Touchstone Books) by Nicholas Lore

**Career Match: Connecting Who You Are with What You'll Love to Do** by Shoya Zichy & Ann Bidou

**The Career Center** <http://www.careercenter.illinois.edu>

Build Your Resume, Develop Interview Skills, Job Search Strategies, Build Your Network, and Prepare for Graduate School through individual counseling appointments, mock interviews, workshops, trainings, and resume/cover letter/personal statement reviews.

**INTL Connect** <http://www.intlconnect.illinois.edu>

Connecting international students to their future career

**Handshake** <http://handshake.illinois.edu/>

Search for internships, jobs, and keep an updated profile

**Illinois Leadership Center** <http://www.illinoisleadership.illinois.edu>

**The Alumni Association** [www.uiaa.org](http://www.uiaa.org)

Alumni Network: <http://www.uialumninetwork.org>

Alumni Career Center: <http://uiaa.org/careers/>

### Helpful TED Talks

**Richard St. John: Success is a continuous journey**

[http://www.ted.com/talks/richard\\_st\\_john\\_success\\_is\\_a\\_continuous\\_journey.html](http://www.ted.com/talks/richard_st_john_success_is_a_continuous_journey.html)

**Larry Smith: Why you will fail to have a great career**

[http://www.ted.com/talks/larry\\_smith\\_why\\_you\\_will\\_fail\\_to\\_have\\_a\\_great\\_career.html](http://www.ted.com/talks/larry_smith_why_you_will_fail_to_have_a_great_career.html)

**Michael Litt: Why you need to fail to have a great career**

<http://blog.ted.com/2013/01/22/why-you-have-to-fail-to-have-a-great-career/>

**Amy Cuddy: Your body language shapes who you are**

[http://www.ted.com/talks/amy\\_cuddy\\_your\\_body\\_language\\_shapes\\_who\\_you\\_are.html](http://www.ted.com/talks/amy_cuddy_your_body_language_shapes_who_you_are.html)

**Patrick Awuah: How to educate leaders? Liberal arts**

[http://www.ted.com/talks/patrick\\_auuah\\_on\\_educating\\_leaders.html](http://www.ted.com/talks/patrick_auuah_on_educating_leaders.html)