

Name	Questions for Career Services	Category
Anna Mary Caragio	What are the most important components of a cover letter?	Cover letters
Jasmine Cabrera	How important are cover letters? I see that many online applications don't require one and it makes me question their importance when looking at jobs or going to Career Fairs.	Cover letters
Kyle Rytand Bistrain	When writing a cover letter, what are some tips on structuring a cover letter in a thorough manner for a data science position?	Cover letters
Lauren Victoria Taylor	What kinds of parts does a well written cover letter include?	Cover letters
Matthew Chen	When it comes to composing our cover letters, do we need to demonstrate our extensive knowledge of the company? Is showing genuine interest in working for the company far more important than showing off your deep understanding of the company management system or vision in your cover letter?	Cover letters
Nidhi Anil Shinde	What tips do you have about writing cover letters for job openings in fields that someone may not have had many professional experiences in? As a second-year student, I find it difficult sometimes to draft cover letters for positions like internships when a lot of the applicable skills were learnt in intro classes and not other extracurricular activities.	Cover letters
Zarina Noor Yunis	I have always had trouble coming up with ideas on how to write a general cover letter that is not specific to a certain company or job opportunity. What are some items that I should include in a cover letter generally speaking?	Cover letters
Allen Young Choi	What extra information should we put into our resume if companies don't require a cover letter?	Cover letters
Adam Joaquin Del Rio	How important is it to include academic honors on my resume, such as dean's list certificates?	Education
Kyle Rytand Bistrain	What are some good ways to structure a minor in your education section of your resume?	Education
Nicholas Andrew Elich	What's the best way to determine what coursework to include on your resume once you've taken lots of potentially relevant classes?	Education
Nidhi Anil Shinde	How can I add information about relevant courses that I have taken in my resume in a succinct and clear way? Where is a good place to put this information?	Education
Ryan V. Marangattu	How much detail do we need to go into when talking about education on a resume? Minors, GPA, etc	Education
Sophia Pylin Chung	Should I include "impressive" high school information like a high SAT score or high GPA?	Education
Alex Goodman	How much detail should we list for work experience jobs that are not tailored to our degree (e.g. minimum wage part-time jobs)?	Experience

Alisa Krasilnikov	How do you craft a cover letter when you have no prior experiences with the company you are applying to?	Experience
Allen Young Choi	If we don't have any job experience, what other information can we put into our resume for companies to know we have some sort of experience?	Experience
Anna Salamatina	How much of my nonmajor-related work, like my work as a server or as a retail associate, should go into my work experience? I don't have a lot of stats-related work yet, so I feel as though the work experience I do have is not relevant and a little random on my resume, and possibly, pivoting.	Experience
Dillon D. Murphy	How can we effectively showcase statistical skills and our abilities if we have little to no statistical work experience?	Experience
Grace Elizabeth Trenholme	If I don't have experience related to my major, how can I use my less relevant job experience to get a job in my desired field?	Experience
Grace Elizabeth Trenholme	Should my resume include anything from high school (jobs, internships, etc.) or only experiences from college onwards?	Experience
Jamie Porter	Would it be more worthwhile to explain technical aspects on the resume itself, or provide a link on my resume to a GitHub that can more thoroughly show my skills? Or, would a blend of both be best?	Experience
Jasmine Cabrera	How important is experience? As someone who doesn't have much experience in regards to research or internships, should resumes still include jobs in the food industry, etc. or will it steer employers away?	Experience
Matthew Chen	When it comes to crafting our resume, should we include all our internship experiences inside our resume? Did companies or organizations care more about the type of internships you have done rather than the number of internships you have done in the past?	Experience
Nathan Andrew Spiess	What kinds of job experience should go on a resume and would it be beneficial to skip over menial jobs and focus more on relevant skills?	Experience
Raymond Yang	What can we include in our resume if we have little work experiences?	Experience
Ryan V. Marangattu	How can you compensate for a low amount of work experience in your resume/cover letter?	Experience
Will Kapner	How do we know when it's time to remove some experience from our resume?	Experience
Adam Kong	What's the important part of those documents? Like what do hiring people look at first?	Format
Adam Kong	Shorter or longer resume / cover letter? I don't have a lot on my resume and not that much experience, so would recruiters and hiring people not like all this empty space?	Format
Alexander Grant Piavis	When looking at a resume, what makes one stand out from other resumes?	Format

Alexander Grant Piavis	Is there anything i should avoid when creating a resume or cover letter?	Format
Alexander Ming Wei Jung	What do you think should stand out the most on my resume and would help interviewers remember my resume?	Format
Calahan Lackovic	What margins and text size should my resume be in so that it is still easy to read at a glance?	Format
Hannah Pawig	What are some things that can make a resume stand out besides putting down unique skills and past experience? Or how can someone with little to no experience create a good first resume for applications to industry/technical jobs?	Format
Harshini Karthikeyan	What are the main elements that should be included in a good cover letter to make a strong positive impression on potential employers?	Format
Kai Marley Easley	What can I do to make my resume stand out compared to everyone else's resumes?	Format
Kai Marley Easley	How should I format/structure my resume?	Format
Lauren Victoria Taylor	How do you craft a resume that can pass the new AI inspection systems that companies have started using?	Format
Nathan Andrew Spiess	Would using a larger font size to emphasize important information be better than a smaller font size and more information?	Format
Raymond Yang	What elements are essentials for a good resume?	Format
Samantha Lauren Ward	What are the best ways to make my resume/cover letter stand out for competitive jobs?	Format
Will Kapner	What are some tips to get your resume past an artificial resume filter?	Format
Zarina Noor Yunis	I am aware that most resumes start with a statement introducing the person. How long should these be and what information should I include? Should I keep it school specific?	Format
Alex Goodman	How many extracurricular activities are ideal to list on a resume? Should they only pertain to the degree/area of study, or is it better to be seen as a well-rounded individual?	Involvement
Calahan Lackovic	I'm involved in some clubs on campus both academic and athletic. Should these be put in my resume, if so where and with what descriptions?	Involvement
Tyler J. Stoen	To what extent should extracurricular activities be included in a resume and how should you decide which activities would be meaningful to include?	Involvement
Alexander Ming Wei Jung	What is the biggest red flag what should not be on my resume?	Mistakes
Alisa Krasilnikov	What is the number one mistake you see when students craft their resumes?	Mistakes
Anna Mary Caragio	What common things do you see on resumes that you think people should leave out?	Mistakes
Dylan Quang Le	What is the biggest mistake people make when creating their resume?	Mistakes

Jun Noh	What are the most common mistakes/pitfalls when creating a resume and cover letter, and how can I avoid them?Â	Mistakes
Noel Esteban Lopez	What are some common mistakes when it comes to writing a resume and cover letter?	Mistakes
Ruben Dario Jimenez	Are there any terms that I should avoid using on my resume?	Mistakes
Sophia Pylin Chung	What should be absolutely avoided or omitted in a cover letter?	Mistakes
Adam Joaquin Del Rio	Would you recommend including personal statistical projects on your resume, or should you only include research and class-based projects done under professors or other professionals?	Projects
Samantha Lauren Ward	What is the best way to include past class projects in my resume? What about soft skills?	Projects
Noel Esteban Lopez	How would I be able to mention references in my resume?	References
Seina Love Haruta	What is an example of a good resume?Â	Resources
Seina Love Haruta	What resources do we have to use as a reference?Â	Resources
Dylan Quang Le	How much can exaggerate your skills on your resume? For instance, I've used SAS before, but I don't remember it well now.	Skills
Ruben Dario Jimenez	How descriptive should I be when talking about technical skills	Skills
Anna Salamatina	I often find myself tweaking my resume and cover letter in response to the job, and I waste a lot of time in this process. How do I efficiently edit and personalize my resume/cover letter per job application?Â	Tailored
Dillon D. Murphy	What are some strategies for specifically tailoring our resumes for specific industries/roles?	Tailored
Hannah Pawig	Do you have any tips on tailoring/editing a resume to fit different job criteria when applying for several positions at different companies?	Tailored
Harshini Karthikeyan	What are some effective ways to tailor your resume and cover letter to a specific job?	Tailored
Jamie Porter	As statistics is broad, students might not be sure what field of study to apply their interests to. Should statistics majors cater their resumes toward a certain career field (i.e. actuary, bioinformatics, etc.) or maintain a more generalized resume that could be used to fulfill a variety of fields?	Tailored
Jun Noh	How can I tailor my resume/cover letter to effectively represent all my skills in the best way possible?Â	Tailored
Nicholas Andrew Elich	Are cover letters supposed to be tailored to each company or are they generic to all companies?	Tailored
Tyler J. Stoen	Are resumes industry-specific? Should resumes be constructed differently based on the type of work you are applying for?	Tailored