

**FAU**  
**CAREER DEVELOPMENT CENTER**  
**DIVISION OF STUDENT AFFAIRS**  
Florida Atlantic University

**Assessment Supporting Document for  
Outcome #1, Period 2010-2011  
A Snapshot of Marketing Images  
Boca Raton Campus**

**FAU OPTIMALRESUME™**  
**THE OPTIMAL FIRST IMPRESSION**



**Build Your Own Resume for FREE**  
**Visit <http://fau.optimalresume.com>**

- OptimalResume™ is the leader in resume building software
- Available to all FAU enrolled degree seeking students
- Easy and fun to use resume software takes you step-by-step through every section of your resume
- Resumes are generated in 4 formats including Word, plain text, PDF and HTML
- Students upload your resume into Interfase (The CDC's job search database)
- \*from OptimalResume™

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Division of Student Affairs  
Florida Atlantic University

**Explore, Envision, Succeed**

Boca Raton Campus - SU 220 - P: (561) 297-3533 • Broward Campus - LA 203 - P: (954) 236 - 1214  
Treasure Coast Campus - JU 113 - P: (772) 873-3301 • Jupiter Campus - SR 110 - P: (561) 799-6010 • E: [careers@fau.edu](mailto:careers@fau.edu)

**FAU'S PROFESSIONAL  
MENTOR PROGRAM**

***Invest in your Future NOW!***



**As a Mentee you can:**

- Explore careers
- Engage in Informational Interviews
- Engage in Mock Interviews
- Participate in Job Shadowing Opportunities
- Network with Professionals in your desired Industry

**How to create an account:**

- Visit [www.fau.edu/cdc](http://www.fau.edu/cdc)
- Under Student select "Professional Mentor Program"
- Read "FAQ's", "Suggested Agenda" and "Informational Interview Guide"
- Create an OWL CareerLink Account
- Within 3 business days your account will be activated

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Student Support Services Bldg. Room 220  
(561) 297-3533 • [career@fau.edu](mailto:career@fau.edu)

**FAU**  
**NATIONAL ALUMNI ASSOCIATION**

[www.faualumni.org](http://www.faualumni.org)  
(888) FAU-ALUMNI • [Alumni.Affairs@fau.edu](mailto:Alumni.Affairs@fau.edu)



## ***FAU's job search database***

### **How to create an account:**

- Visit [www.fau.edu/cdc](http://www.fau.edu/cdc)
- Select "[OWL CareerLink Login](#)"
- Select "[Click Here to Register](#)"
- Create a Student Profile and select the "Register" button
- Upload a resume
- Within 3 business days your account will be activated

\*Click on the tutorial link for step-by-step instructions on how to register

- Search for jobs, internships and co-ops
- View MonsterCOLLEGE, Career Rookie and Internship.com jobs
- Create Job Agents
- View Career Events & positions by Major
- Receive email announcements
- Register for on-campus interviews
- Network with employers and alumni
- Submit your resume to employers
- Have your resume referred out to employers



### **CAREER DEVELOPMENT CENTER**

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Florida Atlantic University

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[www.fau.edu/cdc](http://www.fau.edu/cdc)

Boca Raton Campus  
SU 220  
777 Glades Road  
Boca Raton, FL 33431

Broward Campuses  
LA 203  
3200 College Avenue  
Davie, FL 33314

McArthur Campus  
SR 110  
5353 Parkside Drive  
Jupiter, FL 33458

Treasure Coast Campus  
CO 138  
500 NW California Blvd.  
Port St. Lucie FL 34986

Creating Your Personal

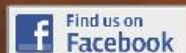
**Brand**

via Social Networking & Campus Resources

**AUGUST 26TH – 2PM**

Student Support Services Bldg. (SU) 220

Students will have the opportunity to learn about how they can utilize campus resources and social media to enhance or refine their employable personal brand



[facebook.com/faucareerbooca](https://facebook.com/faucareerbooca)



Student Support Services, SU 220

(561) 297-3533 • [career@fau.edu](mailto:career@fau.edu) • [www.fau.edu/cdc](http://www.fau.edu/cdc)



If you require a reasonable accommodation due to a disability please contact the Career Development Center at 561-297-3533 at least 5 business days before the event.







# OPEN HOUSE

## August 25th

Noon - 2p.m.

Student Support Services Building Room 220  
Meet the Career Development Center Staff &  
tour the facility

**FREE FOOD & PRIZES**

SU 220



If you require a reasonable accommodation due to a disability please contact the Career Development Center at 561-297-3533 at least 5 business days before the event.

Florida Career Centers



## **FCC Statewide Job Fair**

Thursday May 12, 2011

10:00am – 3:00pm

University of Central Florida Arena

Orlando, FL

The Statewide Job Fair co-sponsored by the Florida Career Centers is designed to bring together recent graduates and employers.

The Statewide Job Fair provides employers the unique opportunity to recruit graduates and alumni from Florida's ten state universities at one event. This job fair typically attracts over 150 employers and over 1,500 students and alumni seeking full-time, professional positions.

### **Business Dress is REQUIRED**

Make sure to bring multiple copies of your resume.

The statewide job fair is sponsored by The Florida Career Centers (FCC)

For more information and a list of employers attending please visit the Florida Career Centers' website at [www.floridacareercenters.org](http://www.floridacareercenters.org)



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# **Learn How to Market Your International Experience**



**Monday, November 15th, 2010**

**3:00 – 4:30 p.m.**

**Student Support Services Building  
SU 222, Boca Raton Campus**





# CAREER DAY 101

*Prepare for Career Day and  
learn to Dress for Success*

**Tuesday, February 8th  
3:00pm - 4:30pm**

*Student Union, Majestic Palm*



FAU

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**SPRING 2011**

# CAREER DAY & TECHNICAL FAIR

**February 10, 10 am - 3 pm**

**Boca Raton Campus - FAU Arena**

**Business Dress Required. Open to FAU Students & Alumni only.**



# Professional/Graduate School Information Day



**October 27th, 2010**  
**10AM - 2PM**

*Boca Raton Campus, Student Union*

*For more information about institutions attending the event please visit: [www.fau.edu/cdc](http://www.fau.edu/cdc)*



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***Explore, Envision, Succeed***

**Same Day Advising**  
**Monday - Wednesday 1 p.m. - 3 p.m.**

### **Career Events**

**Career Day & Technical Fair**  
**Etiquette Luncheon**  
**Professional/Graduate School Fair**

### **Career Workshops**

**Choosing a Major**  
**Resume Writing**  
**Job Search**  
**Interview Skills**  
**Salary Negotiations**

### **Career Assessments**

**Co-Operative Education &  
Internship Program**

**Student Support Services Building, SU 220**  
**Monday - Friday 8 a.m. - 5 p.m. ~ (561) 297-3533**  
**[www.fau.edu/cdc](http://www.fau.edu/cdc)**



# **Applying to Professional/Graduate School Workshop**



**October 19th, 3p.m.**

*Career Development Center, SU 220*