

Career Starter Kit

*Everything you've ever
wanted to know about
initial years of college & the
adventures that come along!*

Before you put your hands on this handbook, we would like to congratulate you for winning this starter kit and we hope that this helps you in finding your dream internship :)

We have created this starter kit keeping in mind the tons of questions we come across every day from the high school pass outs and we couldn't be more excited to share this with you.

The starter kit will give you a walkthrough of all the amazing experiences you're about to have the privilege of enjoying ahead. We hope that you get the relevant insights about creating a perfect college life, the tips and tricks to keep in mind to ace your college years, and what all you can enjoy and learn from are a huge part of your journey!

Wish you all the luck :)

Team Internshala

Let's get started

Here's what we'll cover -

Introduction

- Making your first memories
- Most important of all - your first internship

Ways to ace it!

- How to score an internship
- A walkthrough of Internshala
- Creating a good resume
- A step by step guide

"Ah take me back to the first year!"

- says every graduate

There are certain things about college that school just doesn't prepare you for. First year is a wonderful year where you get to experience it all for the first time. It's when you start adulting!

CHEERS!

Making your first memories!

Things you might skip and later regret -

- Don't feel locked in to your major as it is important not to limit yourself in college years. Explore all the possibilities!
- Joining college clubs from the very beginning is an unparalleled experience. You wish to discover new talents and be the popular junior? Go for it!
- Smell the roses! Don't forget to sit outside on the steps of the library on a sunny day, or play a game of volleyball with your friends on a spring evening, or take pictures around the campus.

- Take advantage of that freedom and step out of your comfort zone because this is the last time you get to try out new crazy things and knows you might discover a 8th color in the rainbow!
- Interact with prospective students and grow in all the ways possible. So you are comfortable to speak your mind in front of large crowds, a valuable skill in the real world that you wouldn't have gain otherwise.
- Stick to your beliefs and do what feels right for you. College and life are too short to waste time on things you don't enjoy.
- See the sights and explore everything your college town has to offer. Try restaurants. Go on adventures. Get off campus and out of the "college bubble."

Most important of all!

**"Why didn't anyone ever
guide me about this?"**

- says every student who
never owned this handbook

In today's scenario doing an internship is not just a good idea, it is a must in order to stand out among your peers from the very first year of college. Whether you're doing community service or volunteer work or something more tangible, these experiences are meant to throw light on your future and help you grow in ways you never imagined.

Ways to Ace it!

How to score an internship during the COVID-19 pandemic

Even though unemployment has reached a record high due to business closures & social distancing measures, you can still snag an internship if you know how to adapt & get creative! Below are the tips that can help you-

1.Go for work from home internships:

During this pandemic a large percentage of employer have moved to virtual internship program which has opened up opportunities for you to work from home. Look for employers who are hiring virtual interns and start applying to those internships.

2. Broaden your prospects: As you start to make any type of career plan, it is helpful to be focused yet flexible. The pandemic demonstrates how quickly even the best plans can change. Expand your thinking and the types of roles or industries you are applying to.

3. Build basic career-ready skills:

Ultimately, employers will value what skills you can bring to them. So if you are having difficulty finding a formal internship or a part-time job, use the time to identify and build new skills. The top skills employers seek on resumes, such as *verbal and written communication, and problem-solving*, are skills you can build at home right now.

4. Take Risks: As a college student, it is important to begin taking some risks by facing the challenges it takes to land an internship. Reaching out to family, friends, previous teachers and employers is a logical first step.

Walkthrough of the Internshala platform

- Login on [Internshala](#) if you are an existing user. New users can get started by clicking on Register > As a student.
- Fill in the registration form. It contains 4 fields - email, password, first name, and last name. You can sign up with Google as well.
- After this, make sure you verify your email address.

Creating a good resume

Writing your first resume is a major step to begin your professional adventures and with zero work experience, you'll want to focus on other experiences that helped you develop a professional skill set, share your greatest strengths and highlight your education.

The resume acts as a bridge between you and the prospective recruiter. Hence the importance of a resume can never be underestimated.

But how are you going to decide which details you should add in your resume? Well, do not worry! Our own video is here to help you out -

http://bit.ly/is_goodresume

*Extra Read -

<https://blog.internshala.com/2014/06/resume-blunders-absolutely-avoid/>

Step by step guide

Now that you know what makes a great resume, it is time to make one for yourself.

- Proofread carefully
- Be confident
- Keep it concise

Either, you can download and use any of the templates below or make one on Internshala as explained in this video - <http://bit.ly/is-create-resume>

Here are the templates -

1. [Template 1](#)
2. [Template 2](#)
3. [Template 3](#)

Getting an internship is not as hard as you might think. We understand that beginnings matter and we at Internshala make sure you can find your right fit!

Simply choose what kind of internships you want to go for and with the steps we have discussed above, you can easily find yourself an internship to begin one of your college adventures!

So, go ahead and make the best out of this journey! :)

