

MASTER OF APPLIED COMPUTING (MAC) PROGRAM JOB SEARCH LOG

Co-op, Career and Employment Services

Use this document to keep track of your Guided Job Search Activity for reporting to the Internship Coordinator, Johanna Beneteau (johanna@uwindsor.ca). Completed log for previous week should be submitted by 8:00am each Monday morning for students conducting their own Guided Job Search.

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ACADEMIC PROGRAM: Master of Applied Computing	Time Period Covered: June 2016 to June 2016

OUTREACH SUMMARY

Use this table to list all of your employer outreach activities (any time you contacted an employer in person, over the phone or via email).

DATE	COMPANY/DEPARTMENT	CONTACT METHOD	Contact Person (if known)	PHONE # OR EMAIL	Type of contact made	Notes and Details (i.e. Who was it sent to? How did you hear about it? Include links to posted jobs.)
13-06-2 016	SRB Education Solutions Inc.	LinkedIn			Linkedin Job update	https://www.linkedin.com/jobs2/view/138596546?refld=a28ebedf-6d81-4eaa-8c48-ba8a05598c4c&trk=jobs_home_click_jymbii
13-06-2 016	BlackBerry	LinkedIn			Linkedin Job update	https://www.linkedin.com/jobs2/view/141751538?refld=a28ebedf-6d81-4eaa-8c48-ba8a05598c4c&trk=jobs_home_click_jymbii

OUTREACH SUMMARY CONTINUED

DATE	COMPANY/DEPARTMENT	Сонтаст Метнор	Contact Person (if known)	PHONE # OR EMAIL	Type of contact made	Notes and Details (i.e. Who was it sent to? How did you hear about it? Include links to posted jobs.)

RESULTS SUMMARY

Use this table to outline any replies from a company you received in response to an inquiry you made or application you sent. Do not include automated replies, only items that were directed specifically to you.

DATE	Company/Contact Person	CONTACT METHOD	Description of Feedback (include as much detail as possible)	Is this lead still a possibility for you?	Next Steps Required? (if any)

If you would like the Internship Co-ordinator to follow up on any leads on your behalf, please include detailed instructions and contact information in your email with this form attached. All requests will be followed-up on within 2-3 business days. Please specify if a quicker reply is required.