

Directions:

Create a new document and copy and paste the question prompts into that document.

You will be asked to submit this assignment in an AirTable form at the end of the day. Choose the blue Share button on the top right. Choose "Get Shareable Link" from the top right of the pop-up box. Click on the "copy link" button. Then paste this in the textbox on the AirTable form, using a keyboard shortcut or right click (double click on Mac) and choosing "Paste".

You will have just 1 link for both the careers assignment and technology checklist.

Career Assignment

Get started!

1. Join the appropriate career help channel for your cohort:
 - a. #career_help for full time students
 - b. #career_help_pt for part time students
2. If you do not already have a professional email address to use for job applications and when corresponding with your professional network, create one:
 - a. Gmail is a good default- time to retire your hotmail and aol accounts from middle school!
 - b. Your email should be a variation of your first name and last name:
firstname.lastname@gmail.com
 - c. Underscores, periods, initials, numbers, and any other variation of a professional name or nickname is fine
3. Complete the careers priority worksheet (below)

Career priorities

From the list below, rank your top 10 priorities in a company. Focus on the things that are truly important to you, rather than things that would be nice to have. *Note: this is just to get you thinking about things! If you aren't sure yet whether something is a priority, that's ok. We'll talk about these benefits more throughout your career lessons.*

- | | | |
|----------------------------|--|---|
| • Compensation | • Annual bonus option | • Family planning |
| • Large company/team size | • Education stipend | benefits (IVF, egg freezing, adoption assistance, etc.) |
| • Medium company/team size | • Equity (stock options, RSUs, etc.) | • Daycare on site/nearby |
| • Small company/team size | • Flexible working hours | • Strong diversity and inclusion values |
| • Name/brand recognition | • Health insurance | • Affinity, interest- |
| | • Other insurance (life, dental, vision, etc.) | |
| | • Transportation | |

- No travel required
- Some travel required
- On/near public transit
- Remote option
- Specific field/focus
- 401(k) or other retirement matching
- benefits
- Clear path for growth
- Internal training/shadow programs
- Mentorship opportunities
- Paid parental leave
- based, or social groups for staff
- Short commute
- Relocation benefits/stipend
- Snacks/meals
- Other: _____

Top 10 priorities (in order of importance):

1. _____Flexible working hours

2. _____Paid parental leave

3. ___short commute

4. _____Health insurance

5. _____Strong diversity

6. _____401(k) or other retirement matching_____
7. _____mentorship opportunities_____
8. _____Remote options

9. _____Relocation_____
10. _____snacks/meals_____

Start to explore options

Next, start to think about your dream company(ies) or field(s). It's ok if you don't have a good idea of this yet- what are the top 1-3 companies or fields that come to mind? It's ok to think big, and it's ok to list companies or fields you don't know a lot about yet- this is the starting point for you to begin to dive deeper.

Dream company: ___Universal studios_____ Dream field: ___Frontend development _____

Then, open up a search engine, and enter "companies like (company 1)" or "(field 1) companies." For example, if you were interested in Lambda School and/or edtech, you would search for "companies like Lambda School," or "edtech companies."

Companies similar to your dream company, or in your dream field:

1. _____lockmartin_____
2. _____universal studios

3. _____Diseny_____
4. _____
5. _____
6. _____

Next steps

Now you have a starting point for your career research!

From here, you can go to each company's website, search employee reviews on Glassdoor.com (one of your best friends as a searcher!), and find articles online to see whether any of these companies align with your priorities that you ranked above. This is how you begin your search!

We recommend tracking your research in Huntr so it's always easily accessible. You can sign up for a free Huntr account through Lambda School [here](#).

While we do not recommend applying to jobs until you are close to completing the Lambda coursework, we **do** highly recommend researching career pathways and talking to people who work in your field early on. By doing this, you'll have a strong understanding of what skills (both technical and professional) you need to get a job in your field, and this will give you a major leg up in your job search once you're ready to start applying!

You can expect to cover all aspects of job searching, from networking to applying to interviewing, throughout the careers curriculum. For those of you eager to learn more about career development and job searching in the tech field now, you can find a huge range of resources, tools, and checklists in the [Job Search Handbook](#).

Technology Checklist

1. System Requirements.

What operating system are you using? ___Windows_____

[Determine the type and speed of your processor](#)

What is the type and speed of your processor? ___64_____

[Determine the size of your hard drive](#)

What is the size of your hard drive? _____128_____

How much available space do you have? ___79.2_____

Look back through the minimum requirements for a system in the curriculum to be sure your system is going to work.

___yes___ Yes, my system meets the minimum requirements.

_____ No, my system doesn't meet the minimum requirements. You need to upgrade your system or contact /frontdesk in Slack to request a loaner computer.

2. Test your microphone, speakers and camera using Zoom

[Zoom](#)

Choose "Start a Meeting" and select "with Video On" to open up a Zoom session.

Choose "Test Speaker and Microphone"

Did both your speakers and microphone work? __yes__

Turn on video

Does your video display properly? __yes__

Is the lighting appropriate in your room so that others can see your face? ____yes__

Do you need to organize or remove anything from your background? __no__

3. Typing WPM

[Take a Typing Test](#)

How many words per minute can you type on average? __45__

If this is not 45 wpm or above, what is your plan for practicing typing? _____

4. Search Engine Skills

Google offers a fun game to test your search engine skills. Try [A Google a Day](#)

Try all four questions. How did you do? __good was easy__

If you struggled to answer the questions, what is your plan for increasing your search skills? _____

5. Evaluate Web Resources

Choose a website resource that you think is a good source of information for your track.
What website did you choose? _____MDN_____

Look through the questions presented on [Evaluating Internet Resources](#)

Is the site you chose credible? __yes__ Why or why not? _____

6. Understanding copyrights, licenses, and plagiarism in a digital environment.

Just a few questions to test your knowledge. Answer for the country you plan to be working in. Use your internet research skills to find these answers.

1) Can a website be copyrighted? __yes__

2) What is a good source of copyright free images? __unsplash images__

3) Do you have to register your work or is copyright automatic? __no__

7. Installing and Updating Software

Are all of the programs installed on your computer up to date? __yes__

For security and reliability reasons be sure all recent updates have been installed.

8. Virus and Malware Protection

What virus and malware protection software are you using on your computer?
__windows protection__

Is this software updating regularly? __yes__

9. Managing Digital Files

What method are you using for file backup? __google drive and github__

Do you utilize a file naming convention and folder structure on your computer? __yes
called projects__

If yes, describe it.

If no, how do you plan to organize your files for Lambda School. _____

10. Command Line

Do you know how to access the command line on your system? __yes__

If no, what is your plan for learning how to do this? _____

11. Capture, Annotate and Share Screenshots

Using the screen capture tool of your choice to take a picture of a program on your computer, add annotations and save the file. Copy and paste the picture in this file.

