

	Academic and Personal Growth	Career Exploration & Preparation	Exposure to Industries	Professionalism
Freshman	<ul style="list-style-type: none"> Establish a good GPA Explore your major (Fall) Take a Career Interest self-assessment: Focus 2 (Career Center, Fall) Identify an JHSSC advisor and Career Center career counselor to help you (Fall) Learn Success in College, Career Dev., Personal Finance (Spring) Attend Study Abroad Info. Sessions (CIES, Spring) 	<ul style="list-style-type: none"> Explore careers and industries of interest via online resources (Fall) Draft your first college-level resume (Career Center, Fall) Attend a resume-writing workshop (Career Center, Fall) Activate your Handshake Career-Services online account (Fall) Learn more in-depth info. about your career & industries of choice (Spring) 	<ul style="list-style-type: none"> Attend one job/internship fair (Spring) Begin to identify companies you'd like to work for Identify 2 alumni mentors (Spring) Join a business student organization and attend a company sponsored information session (Fall) Externships/Shadowing (Summer) 	<ul style="list-style-type: none"> Etiquette: Social & Communications (Career Center Docs; Spring) Professional attire (Spring) First Impressions (Spring) Create your pitch (Spring) Begin creating your personal brand (Spring)
Sophomore	<ul style="list-style-type: none"> Maintain a solid GPA Apply for scholarships (Fall) Narrow your choice of major/concentration (Fall) Get comfortable talking about yourself (Spring) Assume a leadership role in a student organization (Fall) Practice discussing your ability to gather, analyze and present information (Fall) 	<ul style="list-style-type: none"> Revise and get career counselor's feedback on your resume (Career Center; Fall) Continue to learn more in-depth info about your career & industries of choice (Spring) Attend a networking workshop and events (Fall & Spring) Attend an internship workshop (Spring) Plan for a summer internship with a career counselor (Spring) Practice answering basic interview questions (Spring) Start job search plan with a career counselor for entry-level jobs (Fall) 	<ul style="list-style-type: none"> Connect with a LCoB alumni for informational interviews (Fall) Connect with companies you'd like to work for (Fall & Spring) Articulate what you've learned from your mentors about the business industries Attend one job/internship fair (Spring) Apply and complete your first internship using Handshake (Spring & Summer) 	<ul style="list-style-type: none"> Improve your communication skills (Fall) Improve your Pitch (Spring) Improve Networking (Spring) Dining etiquette (Spring) Create professional social media presence (Spring) Consider how you can hone your skills or accomplish new feats Select your interview attire (Spring)
Junior	<ul style="list-style-type: none"> Confirm with a JHSSC advisor you are on track to graduate in 2 years (Fall) Apply for scholarships (Fall) Apply to be a tutor or peer leader (Fall) Develop Leadership Skills (Fall) Learn to work cooperatively in groups/teams (Fall) Global Leadership Gateway Workshop (GLAC) 	<ul style="list-style-type: none"> Identify and evaluate career options Revise your job search plan with career counselor for mid & high-level positions (Fall) Gap Analysis & Action Plan: Mid & High-level Jobs Update and get feedback on your resume with a career counselor (Spring) Practice answering basic to intermediate-level interview questions (Spring) Get interview feedback from a career counselor (Spring) 	<ul style="list-style-type: none"> Network with SJSU/LCoB alumni and professionals in your chosen field Join a local chapter of professional association in your chosen field Attend one job/internship fair (Spring) Familiarize yourself with 10 specific positions available to you after graduation using Handshake (Fall) Apply and complete your second internship using Handshake (Spring and Summer) 	<ul style="list-style-type: none"> Address any gaps in knowledge and skills (Spring) Learn to adapt and be open to change (Spring) Practice explaining your strengths, experience (Spring) Participate in Mock-Interviews (Fall) Select your interview attire (Spring) Presentation Skills for Business (Workshop; Fall)
Senior	<ul style="list-style-type: none"> Apply for Graduation 1 semester in advance (Fall) 	<ul style="list-style-type: none"> Practice interviewing (Fall) Prepare to consider job offers (Spring) 	<ul style="list-style-type: none"> Attend a job/internship fair (Fall & Spring) Search and apply for jobs using Handshake (Fall and Spring) Secure job offers (Spring) 	<ul style="list-style-type: none"> Practice explaining your strengths, experience (Spring) Select your interview attire (Fall & Spring)