



❄️ CAREER WORKSHOP CALENDAR ❄️ JANUARY-MARCH 2018 ❄️

Workshops are held in 1131B Glenn L Martin Hall unless otherwise noted

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
J A N	15 - UMD closed Martin Luther King, Jr. Day	16	17 Statement—3 pm	18 Resume—3 pm	19 Strategies—10 am
	22 F1 Internship Search - 10 am	23 Co-op/Internship—11 am	24	25 Statement—3 pm	26 F1 Internship Search - 11 am
	29 Fair Prep—2 pm	30 Resume—11 am in EGR2164	31	1 Cover Letter—3 pm	2 Resume—11 am
F E B	5 Co-op/Internship—2 pm	6 Interview—11 am	7	8 Resume—3 pm	9 Fair Prep—11 am
	12 Resume - 2 pm	13 Fair Prep—11 am	14	15 Fair Prep—3 pm	16 Interview—11 am
	19	20	21	22 Spring Career & Internship Fair - Stamp Student Union - 12-5 pm	
	26 Interview—2 pm	27 Resume + Fair Prep—11 am	28	1 BioE, ChemE, MatE Networking Fair	2 Electrical & Computer Engineering Career Fair
	5 LinkedIn—2 pm	6 Cover Letter—11 am	7 LinkedIn—11am	8 Co-op/Internship—3 pm	9 Job Offers—11 am
M A R	12 Cover Letter—2 pm	13 Job Offers—11 am	14 CV for PhD—2 pm	15 Interview—3 pm	16 Co-op/Internship—11 am
	19 UMD closed - Spring Break	20 UMD closed - Spring Break	21	22	23
	26 Job Offers—2 pm	27 Strategies—11 am	28	29 LinkedIn—3 pm	30 Cover Letter—11 am

KEY	Cover Letter Cover Letter Writing	Fair Prep Career Fair Preparation	Resume Resume Writing
	CPT Steps CPT Authorization for F-1 Visa Holders	Interview Interview Tips	Statement How to Write a Personal Statement (for REU s and grad school)
	CV for PhD CV vs. Resume for PhD Students	Job Offers Job Offers & Salary Negotiation	Strategies Advanced Job Search Strategies
	Co-op/Internship Find an Internship (or Co-op!)	LinkedIn LinkedIn 101: Creating an Account	Winter Career To-Dos for Winter Break
	F1 Internship Search Internship Search Tips for International Students	New Job What (Not) to Do at Your New Job	



CAREER WORKSHOP SCHEDULE

❄ JANUARY-MARCH 2018 ❄

Get job search tips from the experts. Expect each workshop to last about an hour.

Unless noted, workshops are held in 1131B Martin Hall. RSVP at <http://careerengr.umd.edu/students/workshops>

HOW TO WRITE A PERSONAL STATEMENT (FOR REUS AND GRAD SCHOOL)

Wednesday, January 17 3 pm
Thursday, January 25 3 pm

FIND AN INTERNSHIP: TIPS FOR INTERNATIONAL STUDENTS

Monday, January 22 10 am
Friday, January 26 11 am

CAREER FAIR PREPARATION

Monday, January 29 2 pm
Friday, February 9 11 am
Tuesday, February 13 11 am
Thursday, February 15 3 pm

COVER LETTER WRITING

Thursday, February 1 3 pm
Tuesday, March 6 11 am
Monday, March 12 2 pm
Friday, March 30 11 am

JOB OFFERS & SALARY NEGOTIATION

Friday, March 9 11 am
Tuesday, March 13 11 am
Monday, March 26 2 pm

RESUME WRITING

Thursday, January 18 3 pm
Tuesday, January 30 11 am
Friday, February 2 11 am
Thursday, February 8 3 pm
Monday, February 12 2 pm

FIND AN INTERNSHIP (OR CO-OP!)

Tuesday, January 23 11 am
Monday, February 5 2 pm
Thursday, March 8 3 pm
Friday, March 16 11 am

INTERVIEW TIPS

Tuesday, February 6 11 am
Friday, February 16 11 am
Monday, February 26 2 pm
Thursday, March 15 3 pm

LINKEDIN 101: CREATE AN ACCOUNT

Monday, March 5 2 pm
Thursday, March 29 3 pm

ADVANCED JOB SEARCH STRATEGIES

Friday, January 19 10 am
Tuesday, March 27 11 am

RESUME + CAREER FAIR PREPARATION

Tuesday, February 27 11 am

CV VS. RESUME FOR PHD STUDENTS

Wednesday, March 14 2 pm

*Would you like to schedule a custom workshop on these or other topics for your class or student organization?
Email us with your request.*