Welcome and thank you for joining today's webinar, Mobilize and Organize Your Job Search.

Again I'm Nicolle Skalski, a member of your Walden University Career Services team, and with me are my colleagues Senior Career Services advisor Angie Lira and Denise Pranke.
Are you ready for an active job search?

Are you updated on the latest strategies to organize the process?

We are glad you have joined us to discuss key tips and leave you with practical tools that you can use.

For those of you who are not familiar, here is our Career Services Center team located in the Minneapolis, Minnesota, office.

We all have masters degree and diverse educational and work background.

Our Walden University Career Services Center aspires to be a cutting-edge global career services center preparing our learners to navigate career transition over a lifetime.

To achieve this vision, we educate, coach and advise our learners to proactively manage their careers.

Now on to our objectives.

Today we will review tips to mobilize your job search
followed by reviewing tools you can use to stay
organized during your job search.

And before we jump into our topics, we'd like to engage
our audience with a poll and get feedback from you.

Please let us know what prompted you to join our webinar
today.

Are you thinking about a job search and would like
strategies for getting started?

Or are you already in an active job search and would
like tips to get better organized?

So we'll give everyone a minute to choose their answer.

Again, are you thinking about a job search and would
like strategies for getting started, or are you already
in an active job search and would like tips to get
better organized?

Okay.

We're going to go ahead and close the poll and share the
answers with everyone.

It looks like it's almost divided 50/50 but we have a
higher number of participants saying that they're
already in the active job search and would like tips to
get better organized.

Okay.

You definitely came to the right place, and that is very helpful because we will be providing a lot of tips and actually in our advising appointments we do get a lot of students, in fact I had some today that are frustrated with their active job search and maybe need additional strategies to move forward.

So you definitely came to the right place.

So thank you for giving us that insight, and now I'm going to hand things over to Denise to discuss how to mobilize your search.

>> Denise: Thanks, Nicolle.

So during this session we want to provide steps and tips to guide you on getting started and taking a strategic approach to your job search.

If we take a step back and look at the big picture, a job search is a project that in very broad terms includes self-assessment, researching jobs and employers, and marketing yourself.

The more strategic you are in these areas, the more
likely the result will be a job that's a good fit for you.

We created a checklist with 11 steps to help you navigate the process and mobilize your search.

So next to get started assess your situation.

This may only take a few minutes of reflection or it may take much longer depending on your situation.

Ask yourself, why are you looking for a new position?

For example, are you currently employed but there are no opportunities for growth in your current organization?

Are you transitioning to a new field?

Or were you laid off or are you concerned that there may be a layoff in the near future?

If you're unemployed, assess your financial situation to determine the urgency of finding a new position.

Do you have any geographical constraints?

Is relocating an option?

The reason you're searching will impact what you want in
a new position.

Also be aware that the reason and urgency of your search may have an impact on your emotion.

Be sure to pay attention and take care of your emotional well-being.

Stay positive and confident throughout your search.

So next create a routine.

The time you invest in your search will vary depending on the urgency of your search.

If it's urgent that you find a new position as soon as possible then your search will essentially be a full-time job.

When planning your routine, consider the time of day that works best for you.

Do you have a dedicated space at home where you can focus on your search or does it work better for you to go to a coffee shop or a library.

And then next determine your long-term goals and what
short-term goals will help you get there.

For example if your goal ask a full-time faculty position, your short-term goal may be to find an adjunct faculty position to gain teaching experience.

Keep in mind it will be difficult for people to help you if you're not clear on what you want.

You should also have an idea of your budget to help you determine your minimum salary requirement.

If this is your first job in your chosen industry, you may have to adjust your salary expectations to match your market value.

And then next assess what are you good at, what do you enjoy, what do you value, and what are you passionate about.

Also reflect on what is motivating you to pursue your degree.

It will be much easier to convince someone to hire you to do something you enjoy doing.
We have a number of self-assessment tools on the Career Services website under the resources tab in the heading of self-knowledge.

So you can also meet with a Walden career advisor to help you explore these areas, and now you're ready to research jobs and their qualifications.

You want to narrow your search to specific job targets, examine the qualifications and if you have any gaps make a plan to close the gaps.

For example, if you need experience consider volunteering to gain that experience.

If you don't meet the core qualifications for a position, reassess your job target.

Even though the job market has improved from a few years ago, it's still competitive and your time is too valuable to apply for positions where it's highly unlikely that you will make the cut to get an interview let alone an offer.

And then next research employers along with their open positions that match your job target.

Consider their mission and vision, products and services, and location.

Make a list of at least ten potential employers to follow.
In addition to the organization's website, the sites listed here offer tools to help you with your search.

LinkedIn is the number one online networking tool with over 460 million members including companies and job listings.

Link up is a search engine that posts jobs directly from company websites.

You can use Twitter to follow employers and industry leaders and recruiters.

Indeed.com and simplyhire.com are job search aggregates that compile listings for numerous jobs. Glassdoor.com and payscale.com can be used to research salary information in your industry and geographical area and finally smart breaks eNewsletters deliver articles on the latest trends by industry or function. Smart briefs also provides industry specific job information.

Online research is convenient but also take your research off line.
You can do this by attending local professional association meetings, reading area business newspapers or trade magazines or simply paying closer attention to the organizations and industries in your own neighborhood.

And then next after you've determined what you want, define your job target and explore potential employers.

You want to be able to articulate what differentiates you among others in your field.

What are you known for in your colleagues?

What are you most proud of in your professional life?

In other words, what is your professional brand or reputation.

What do you have to offer that's unique to you.

If your goal is to transition to a new role or field, create a strategy to rebrand yourself for your new role.

Some suggestions to build your brand are join and become active in a professional association, deliver a
brown-bag session, take on stretch assignments for your current employer, volunteer, serve on a board.

If the concept of branding is new to you, visit the network and branding tab on the Career Services website for more information.

And then next update your marketing materials.

Your resume and cover letter should be tailored to your job target.

They should showcase your professional brand and include accomplishments and achievements unique to you.

Quantify your accomplishments if possible.

Also be sure your formatting is consistent and polished.

A portfolio may be the best marketing tool for you to showcase examples of your work.

The OptimalResume system on the Career Services website is an excellent tool to use with over 200 sample resumes, resume templates and a portfolio feature.

It also has a great interview prep feature as well and
sample cover letters and a website builder feature.

To use the system just set up a free account using your Walden e-mail address.

We also have archived webinars dedicated to the topic of crafting your resume or curriculum vitae.

If you're not familiar with a curriculum vitae or a CV for short, this document is often referred to as your academic resume and it's used for searching for higher education teaching positions.

If you're a doctoral student, you should have both a resume and a CV.

Keep in mind you can also make an appointment with a Career Services advisor to provide feedback on your resume, CV or cover letter.

Also update your online presence.

Google yourself to see what a potential employer would find and check your privacy settings.

Update your LinkedIn profile to showcase your relevant skills for your target positions and keep in mind that LinkedIn is a major tool for recruiters and hiring managers to search for talent.

In a 2014 job survey 93% of recruiters planned to use
social media to support their recruiting efforts and if you want more information on how to use LinkedIn we have an excellent series of archived webinars on LinkedIn.

Your professional network is the most powerful resource you have and should be central to your search.

We recommend that you have both an online and an offline networking strategy.

Connect with others through LinkedIn, join and contribute to LinkedIn groups, join professional associations and attend meetings and conferences, volunteer, hold informational interviews and let people in your network know you’re looking for a new position.

Also if you’re currently employed consider expanding your professional circle outside of your current department and organization.

And finally if you’ve targeted the right positions, prepared strong marketing materials and reached out to your network, you should get interviews.

So to prepare for the interview, research the organization, review the job description and
qualification, prepare relevant stories and examples
from your experience to showcase your qualifications,
decision making, leadership and professional brand.
Also prepare some questions to show your interest in the position.

Be sure that your voice mail is functioning properly and
that you have a professional voice mail greeting.
Also prepare three references.
Be sure to ask each one if they’re willing to serve as a reference for you.
Let them know the organization and title of the position you are interviewing for.
And as I previously mentioned, practice.
The OptimalResume system on the Career Services website
has a great interview prep feature to help you practice.
The more prepared you are for the interview, the more confident and relaxed you’ll be.
And then after the interview remember to send a thank
you and reflect on what went well and if there was anything that could have gone better.

And if you don't hear back, be sure to follow up.

Hopefully the interview will result in an offer but if it doesn't don't be discouraged.

Just keep up your search.

So this checklist is an overview of what to consider to mobilize your search.

And we took a big-picture view.

We have resources on the Career Services website that go into much more depth if you'd like more detail.

And so next I'm going to turn it over to Angie for information on how you can organize your job search.

Angie.

>> Angie:  Thanks, Denise.

Now that you've prepared for a job search, you need to think about how you're going to stay organized.

This includes organizing your documents and tracking
your applications.

I recently spoke with a student who submitted a resume for a position that he was very interested in, and he was so excited to receive an e-mail from the recruiter in the e-mail box but once he read it he was quickly disappointed.

The recruiter stated that while she found his experience and his skills compelling, she would not be bringing him in for an interview.

Why?

Because he accidentally sent a cover letter addressed to their biggest competitor.

We do not want this to happen to you.

We want to provide you with the tools and tips to stay organized during your search.

First you will need to organize your documents.

When embarking on a job search you will want to develop a strong resume, cover letter and list of references and each of these documents should be tailored to the
specific position you're applying.

Let's say you apply for five jobs and you develop a unique resume, cover letter and reference list for each.

Take those five jobs times three documents each.

That's 15 unique documents to keep track of.

In addition to your resume, cover letter and references you will want to save a copy of each job description.

All too often we hear from students that they apply for the position, get called in for the interview but can't find the job description to prepare.

Most companies will remove the job description once they start interviewing leaving you with nothing to reference unless you've previously saved that description.

So how do you go about organizing these documents?

A tried and true method is to develop a folder management system on your computer.

You will start with a folder titled job search and then create new folders for each position you apply to.

So in this instance there's a folder titled Smith accounting in the job search folder and inside you will save the resume, cover letter, references and job description.

You may also utilize free services such as drop box or
Google drive to save your documents in the cloud.

That way they can be accessed by any computer or even by

your mobile device.

Also consider organizing your job search related

e-mails.

Save your job correspondence in folders so they will not
get lost in a cluttered in-box.

Use a personal e-mail account that you check every day.

If your personal account is full of clutter you may want
to create a separate e-mail account for your job search.

Your e-mail address should be professional and keep in
mind that it is not wise to use your work e-mail if
you're searching outside your current organization.

Create a folder for employer e-mails.

Even if an employer responds to let you know that you
were not selected for an interview, still save that
e-mail because it may be useful to have their contact
information for future applications.
So while you'll probably not create a separate folder for each organization that you apply it's a good idea to create folders for organizations where you're invited to interview so you will have the address, phone number and contact name.

Now, if you want to explore a more cutting edge approach to organizing your application documents, OptimalResume is a great option.

As Denise mentioned, OptimalResume is a tool to help you develop top-notch application material.

In addition to helping you develop those materials OptimalResume is a great document management system.

Once you start developing documents, they will be saved in the document center and categorized by type either resume or cover letter.

We recommend that you name each unique resume and letter to the specific position to which you're applying for easy access if you need to reference in the future or to
print it out for an interview.

You can access OptimalResume from our website or by going directly to Waldenu.OptimalResume.com.

Now you've organized your application documents you need a method to track your job search.

It's important to track the details of your search so you're able to follow up when necessary and you know who to follow up with.

A traditional method of tracking your search is with an Excel document.

For each position you apply to you want to keep track of the date you applied, the job title, employer, contact name, phone number, e-mail address, job close date, interview date and follow-up steps.

You can also have a column for additional notes like if you were referred by someone, if you're in the same professional organization or any other information that you don't want to forget while this is a tried and true
method that's been around for a while it's still a great
tool that many of us are familiar with and comfortable
with.

There are a handful of resources available on line at no
cost so let's take a look at a few.

Did you know that applicants who apply to job
opportunities on the first day they're posted are 10%
more likely to get the job?

That is why many job seekers use mobile apps to identify
opportunities when they're not in front of their
computer.

Job search applications like indeed, LinkedIn job
search, zip recruiter can do more than just identify
opportunities.

The LinkedIn app allows you to apply from your phone
with your LinkedIn profile instead of a traditional
resume and cover letter.

It will also allow you to see the recruiter who posted
the position and having access to the contact
information can make it easier to follow up.

Zip recruiter collects open positions from multiple job
boards across the internet like monster, career builder
and simply hired.
It also allows you to use your saved resumes from Dropbox or Google Drive.

The app keeps track of all the jobs you applied to and you can see the status of your profile.

Indeed.com is one of the most popular job search sites, and it has over 140 million job seekers which use it each month.

Their app allows you to search new job opportunities from a database of over 16 million jobs.

Can you apply for some positions directly but it also allows you to save and e-mail your favorite jobs.

You can even set a reminder to apply later.

The app allows you to follow companies so you can be automatically notified when they post new positions.

There are other websites that can help you keep your job search on the right track.

Start wire is America's number one job search organizer and a great all-around tool for searching for and tracking job opportunities.
Start wire recommends jobs based on your experience and
the previous positions you have reviewed and applied
for.

Once you've uploaded your resume, you can apply quickly
from the start wire site.

In addition, it connects to the application tracking
systems at many major companies so they can provide you
with realtime updates on where you stand in the
application process.

It also provides e-mail updates when your status
changes.

The site also has a plug-in that you can install on your
browser which keeps track of online applications
automatically with most major job sites and over 10,000
corporate job sites.

Once the tracker records your application, you can go
into the website and set notes and reminders to follow
up.
JibberJobber was created in 2006 by Jason Alba when he was in a job search of his own. He was using a spreadsheet but outgrew it because of how many jobs he had applied to. He created JibberJobber to organize and manage job search, track personal and professional relationships, target companies and track job applications. This platform allows you to add information as you progress in a specific application and it can even create action items and reminders for yourself. The regular account is free but you can choose to upgrade to a premium account with additional tools for a low monthly fee.

So which of these options do we recommend? That is a decision that you have to make based on what will work best for you but the key point here is that we strongly urge you to find a way to manage your documents and track your search so you are absolutely ready when
you get called in for an interview.

Now that we've learned some techniques to mobilize your job search and strategies to keep that job search organized, it's time to put everything together.

I want to share some advice from McDougall and Sanders Park and from their book the six reasons you'll get the job.

They advise you to place yourself in the shoes of the employer.

Employers are interested in your presentation.

Are you able to present yourself in a professional manner that fits with their culture.

Your ability.

Can you do the job or can you learn it quickly.

Focus on your experience and skills that fit their needs.

If you're in a career transition focus on your transferable skills.

Dependability.

Are you reliable and trustworthy to work within the
company's best interests.

Motivation, how can you demonstrate you're enthusiastic about the position.

Research the company and prepare questions to ask during the interview to show your interest.

Attitude, are you on board with their mission and goals.

Do you have a genuine interest in the employer.

And finally network is also important.

How are you connected with other professionals in the field, who are you associated with and do you know anyone who can put a good word in for you.

At this time we would like to open it up for questions so please use the question box to submit any questions that you have.

Any questions rolling in, Nicolle?

>> Nicolle: Yes, it looks like we do have questions coming in.

Okay.

Angie, I'll hand this one to you.

>> Sure.

>> Nicolle: How do we know what the average pay is when I'm seeking a part-time adjunct position preferably on
line or remote?

>> Angie: Theres a few different ways that you can research that.

There are websites like glass door and pay scale where you can research to find out some of the rates.

I will say though that in my personal experience those sites often will inflate the pay a little bit -- by a little bit so you should be prepared for that.

And in addition if you have not done so already, you can do informational interviews with a trusted friend or associate and sometimes they can give you an insight on pay.

>> Nicolle: Great.

Angie, thank you.

Denise, I have a question from a student who asked what is a brown-bag session.

>> Denise: A brown-bag session, for example, would be maybe in your course you wrote a paper about a topic
that's relevant to your current employer so you might
arrange for a brown-bag session would be a time over a
lunch where people would bring their lunch, that's why
it's called brown bag, and you would talk about your
findings or what you learned or share some information
that would be relevant to them.
For example, you know, at Walden there are a number of
staff members who are in Walden programs, and especially
at the doctoral level.
They might hold a brown-bag session and then we bring

our lunch and listen to them talk about their research
and their findings.
So it's an excellent way to give a presentation and for
those attending to learn more about the field.
>> Great, Denise.
Thank you very much.
Angie, a student has a question and she says, I have
been in the job search for a while with limited success.
How do you know how to follow up when submitting resumes through sites like career builder or monster?

What are your recommendations on following up on the application status?

>> Angie: This is a great question because I think a lot of people don't realize that it is a good idea to follow up.

When you apply on line directly with a job search site, you're kind of putting yourself at a disadvantage because it is more of a third party.

You want to do some research on that site directly so go directly to the employer's website.

Often teams you will be surprised how much if they have HR information right on the website, and that's a great way to call in and ask to speak to the hiring manager for that position.

You can also do research on LinkedIn.

As we mentioned earlier in the program, if the job is
posted on LinkedIn it often shows the recruiter who is hiring for that position.

When in doubt you can always call to the main line and ask to speak to someone in HR to follow up.

When it comes to follow up anticipate that you may not reach anyone and it maybe be a letter of leaving a phone message and that's okay.

What I usually say is leave a message one week.

The next week send an e-mail and the following week leave a phone message and the fourth week you're done.

Just let it go.

But it is a good way to show that you're persistent.

Particularly if you're in a business field I think that's very important.

>> Thank you Angie.

We have some great questions here.

Another question, Denise, do you have any suggestions for building my professional network with Walden students or alumni?

>> Denise: Oh, absolutely.

So if -- through LinkedIn you can search for Walden alumni, and you can look by geographical area so you might even be able to connect with others in your geographical area through LinkedIn.
Definitely join Walden's alumni association well.
You can connect virtually with Walden colleagues over LinkedIn as well, and then, you know, in your classroom as well, you know, get to know people.

>> Nicolle: Great.

Perfect.

Okay.

Angie, this student says, the biggest problem I'm running into is that I don't have a lot of experience yet.

How do I address this when applying for a job that requires experience?

How can I get experience if nobody will give me a chance to gain the experience?

>> Yeah, it's kind of a catch 22.

A good way to get experience is to volunteer and that is something that we suggest a lot to folks is to get some volunteer experience as a way of kind of getting into
the field.

It really depends on your field of study but there are a lot of skills that you can gain through a volunteer active or an active through a professional development association or even through your academic work that you can demonstrate to that employer that you do have the transferable skills and the hands-on skills that you need.

Another good way to do that is that when you're putting your resume together is to make sure that you're highlighting that volunteer experience and demonstrating what those skills are so that employer can make the connection.

But volunteering is a great way to get experience if you're having trouble getting that entry level position

>> Nicolle: Great.

Denise, how does one handle a question when asked to list their desired salary like in a job application?
Denise: Definitely what you’d want to do is put a range in, and that range should be based on research. Like Angie mentioned, go to pay scale or glass door or salary.com and look at what a reasonable range would be in your geographical area because a lot of times salaries vary a lot depending on where you live so you really want to look in the area of the job where that area would be located and then put a range in.

>> Great.

>> Yeah.

>> Did you want to add anything else?

>> No.

>> Okay, great.

Angie, a student asked, does Career Services have information as far as dressing, preparing to dress for a job interview?

>> Angie: So if you’re looking to prepare for a job interview, you want to keep in mind the company culture,
so not all companies are formal organizations and not all companies are casual organizations.

Usually research could show you that but when in doubt you can always call and ask the receptionist what the dress code is there but you want to take what the normal dress code is for that company and then go one step above that to prepare adequately for an interview.

The most important thing is that it's something that makes you feel sharp, put together and confident and that you feel is appropriate.

>> Great.

Denise, a student asks is the Walden OptimalResume system available after graduation?

>> Denise: Yes, it is just use your Walden e-mail address to set up an account.

That would be the only thing to keep in mind.

And yes, it's absolutely available, and it's an excellent tool.

We get such fantastic feedback from students using it so really go in and explore the sample resumes, the CVs that are there, and you can create a portfolio.
The interview prep feature is excellent.

It's really fun.

You can record yourself giving an interview.

There's like a Skype person that's prerecorded that will come up and ask you questions and then you answer the question, you record yourself so you can review your recording.

I worked with one student and he had had I think five interviews with no offers and he reached out to us and then he practiced extensively with OptimalResume and he got an offer after the very next interview and he credits OptimalResume for helping him get that offer

>> That's great.

That's awesome.

>> Angie so if a student applies and then gets an e-mail from the employer saying that the employer will contact him or her if they're seeking an interview but should we still follow up?

>> That kind of depends on the e-mail if it was kind of a canned e-mail that they just automatically send out through the application tracking system to all
applicants, I would say you’re still okay to follow up.

The one exception would be if they specifically put in the job posting, do not contact us.

Then obviously do not contact them but in most cases I think it pays to follow up.

>> Okay.

Great.

Denise, one of my instructors mentioned something about Walden career connections.

Can you explain what that is, please.

>> Denise: Oh, yes, great.

Walden career connections is our new online networking system that we got oh I think it was sometime maybe in 2016 in March, and so Career Services, we host online networking hours where you can log in and register, and you can network with other Walden students and alumni.

You can chat with them for up to ten minutes, and you can really meet the people global.
And we actually -- I think there's a slide about our upcoming career connection events so that's one way we use the system.

We have networking events for all Walden students.

We have some specific to colleges and then we also use the system for drop-in advising.

We usually host at least one hour of drop-in advising a month where you can register and then drop in and ask us some questions related to your career, and we'll give you some response.

So it's really fun.

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Students love it.

It's fun.

You can really connect with others.

And so that will be coming up.

Nicolle will have a slide about our upcoming careers events.

So thanks for asking that question.
>> Yeah, great question.

>> We have lots of great questions.

Angie, this is a question about the interview.

How should one answer the question, what are your weaknesses?

And tell us something we don't know about you.

Are these trick questions?

>> Good question.

They're not necessarily trick questions.

So the first one, which is what are your weaknesses, the employer is trying to gauge, are you self aware.

All people have weaknesses.

That is a known fact and how you can describe those weaknesses in an honest way is important.

The important thing about giving a weakness, though, is that you want to not only tell them what your legitimate weakness is, but you want to tell them what you have done to mitigate that weakness.
So, for example, if you said, well, I have -- I realize
over the years that I have a tendency to be a bit
disorganized especially when I get busy.
So as a result I have put processes in place for myself
to help keep me organized during those very busy times
so that I do not have any loose ends.
So that way I admitted a true weakness about myself but
I also let them know how many I managing that weakness.
If you give a really pithy answer oh my weaknesses I
work too hard that’s something they see through right
away.
So you want to be honest so if your job is you're
applying for a financial analyst and you say I'm not
great with numbers.
That would be too weak.
You want to keep a balance there.
Now, in terms of tell us something we don't know about
you I think the employer is trying to see if you can
think on your feet.
So this would be a good example of how you could
interject a little personality in the interview and
maybe want talk directly about what's on your resume but
give them some input that they're going to find
interesting but something that is also going to be
appropriate so can you think on your feet in that way.

>> Great.

So Denise, does OptimalResume have an ePortfolio option?

>> Yes, it does.

It's excellent, and we strongly earn courage students to create ePortfolio and use that system. And you can include your resume in there, some -- your references, any maybe papers that you've -- academic papers that you're really proud of, any certificates, those would just be some examples of things that you could include in an ePortfolio. And then you could even put on your resume if you're sending your resume off you could have a link to your ePortfolio.

>> Excellent.

Okay.

We'll take a few more questions before we wrap it up.

Angie, is it still acceptable to send an actual thank
you note like in the regular snail mail versus just an
e-mail thank you note?

>> Angie: Absolutely.

And not only is it acceptable I think it's a very nice
idea that differentiates you from other candidates
especially if you can tie it into your brand.
For instance if you're a teacher and you have some
stationary that brands you as a creative individual or a
teacher that could be a nice way to distinguish
yourself.

The only exception to that would be if at the ends of
the interview you ask them what are the next steps and
they say they're going to be making a decision in the
next two days you may not want to do that.
But in most cases it's a nice thing to do.
It really sets you apart and shows who you are

>> Great, Angie, thanks.

Okay.
It looks like most of our questions have been answered.
You guys sent in a lot of great questions.
Let's maybe just take one more about -- a couple about
volunteering that sort of overlap.
Denise, how would you recommend leveraging a volunteer
experience when it's not directly related to your job
target?
>> Denise: I would still include it on your resume
under community service so the employer can see that
you're involved in your community.
And then really think about it and think are there any
transferrable skills from that position that you could
talk about.
Maybe there's, you know, something that you did that
might be transferable.

Also think about the people that you met while you were
volunteering.
Is there anyone that you could connect to and talk about
your career goals at that might be able to help you
reach your goals.

>> Nicolle: Great.

Thank you, Denise.

>> And thank you all for having such phenomenal
questions.

You were all so engaged.

So as we wrap up I want to share some resources for you.

First here is a screen shot of the Career Services
website where you can -- and you can get to it from your
my Walden portal on the academics tab.

A fast way to find resources related to a specific topic
is to use the quick answers tool feature which is
circled in red here.

For example if you're interested in finding resume
resources type the word resume and you will get a list
of resources.

For those of you a lot of you have great questions about
interviews you can type interview in that box and we're
going to give you lots of resources like example
interview questions and tips on what to wear wear and
how to answer some questions.
Next you will find resources from today's presentation.

We gave you a lot of websites and online tools that you can use in your job search so we want to make sure that you have those.

In addition, there is a handout today with a checklist of all the ways that you can mobilize and organize your job search, and it's a really great resource that you can use to get started or to refresh your job search because I know a lot of you are already in an active job search.

So we want to leave you with a final thought.

Do not wait to strike until the iron is hot but make it hot by striking.

Please keep this thought in mind as you're starting your job search or for those of you who have already embarked on your job search.

The key to a successful job search is consistent effort and activity.

So be confident in what you have to offer, work hard, and you will be successful.
Excellent.

Thank you, Angie.

And finally please stay in contact with Career Services by joining our Walden Career Services LinkedIn.

You can do that on our website.

You can follow us on twitter and Facebook.

View the archived webinars on our YouTube channel and also read student success stories on our blog and as I mentioned you can also access additional resume resources on the Career Services website or e-mail us directly with your questions.

[This text is being provided in a rough-draft format. Communication Access Realtime Translation (CART) is provided in order to facilitate communication accessibility and may not be a totally verbatim record of the proceedings.]