

**FRESHMAN-YEAR CAREER DEVELOPMENT CHECKLIST (0-29 CREDIT HOURS EARNED)**

**Exploration**—In your first year of college you will develop an understanding of your skills, interests and abilities, and discover possible career paths that you might want to pursue OR confirm the path you have selected. You will also learn about career paths that best fit your personality and begin thinking about what you want to pursue during your college career and after graduation.

Some of the career-development activities you should engage in may include:

- Evaluate your professional interests, skills, values and personality by taking a self-assessment and explore your results with a career counselor.
- Investigate majors/minor and industry that links to your interests, objectives and passions and discuss your results with a career counselor.
- Build a quality resume that highlights competencies and achievements (GPA, teamwork, leadership, technical skills, volunteerism, etc.) and have your resume critiqued by a Career Services staff member.
- Create a LinkedIn profile to connect to Clayton State University alumni, faculty and staff who can provide valuable information about careers and what it takes to be success in the workplace.
- Explore your interests in careers by conducting an informational interview this academic year. Career Services can provide valuable information about informational interviewing strategies.
- Get involved with clubs and organizations because they provide a great way to position yourself for leadership.
- Seek part-time, summer and internship opportunities to explore career interests and gain valuable experience utilizing Laker CareerZone.