Follow the SpartaTrack Career Plan to learn about your career interests, explore your career options, gain experience, and prepare to launch your job search. Find essential career preparation resources on our website: [www.sjsu.edu/careercenter](http://www.sjsu.edu/careercenter)

**EXPLORE MAJORS/CAREERS**
- Take [self-assessments](#) on purpose, interests, values, and personality such as the Truity Holland [Career Code](#) and Myers-Briggs [Personality](#) inventories (free) to identify major and career options
- Watch a [Spartan’s Guide to Picking a Major](#) to consider major options that may be a good fit for you
- Explore the [What Can I Do With This Major?](#) resource to see how majors connect to career options
- Research in-depth career profiles using the [O*Net online database](#)
- Prepare questions to conduct [informational interviews](#) with industry professionals to get career advice and learn about different career paths
- Be sure to explore majors and interest areas
- Get involved on campus to develop explore interests and develop transferable skills

**RESUMES/COVER LETTERS**
- See sample [resumes by college](#)
- Watch "[Resume 101 Videos](#)"
- View "[Resume Outline](#)" handout for an example of what to include on your resume
- View [Resume Samples by Career Interest](#)
- Learn how to write a persuasive [cover letter](#) to send with an application
- Review [Accomplishment Statement handout](#)
- Review top [transferable skills](#) that employers seek on a resume

**FIND A JOB/INTERNSHIP**
- Complete your profile on [SJSU Handshake](#), the Career Center’s job/internship database, and start applying to positions that are of interest to you
- Review job/internship search [websites](#) to find additional employment opportunities
- Find global opportunities using the [GoinGlobal](#) database, which contains country-specific career and employment resources for more than 80 locations
- Review our employer [connection](#) events that take place on-campus
Check out the Career Center's website for virtual resources to assist you in your career preparation and job/internship search.

**NETWORKING**
- Learn about the benefits of networking when searching for jobs and internships
- Check out our list of online communities to find new contacts and networking opportunities
- Attend events listed in our program calendar to meet employers
- Use the conversation starter handout to learn how to connect with employers and highlight your strengths
- Understand professional etiquette before interacting with employers
- Watch our LinkedIn webinar to learn about building a strong profile and successfully networking online

**INTERVIEWING**
- Learn about the different types of interviews common in the recruitment process
- Understand how to research employers to prepare for an interview
- Practice answering the different types of interview questions you may be asked
- Learn what the STAR method is and how you can use it to effectively respond to tough questions
- Consider appropriate interview attire to wear
- Learn about interview etiquette: what to do before, during and after an interview
- Access Big Interview, an online tool for practicing and recording your interview responses to discuss with a career consultant

**CONSIDERING AN OFFER**
- Explore the factors involved when evaluating a job offer
- Take a look at our salary resources to help you prepare to negotiate an offer
- Learn about your rights and responsibilities as a job seeker
- Share your successes and contribute to the success of future Spartans by completing our First Destination Survey
- Continue to build your network by joining the SJSU Alumni Association

**CONTACT US**
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