

Positive Outcomes of Integrating Career Readiness

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Academic and Career Advising Center
University College
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Share out!

- Tell us what job you wanted to be when you were 8 years old!!
- What do you remember most about your first job?
- Share someone who influenced you in your career path.

What We'll Cover Today

- Importance of Career Readiness
- ACAC Career Services overview
- Canvas Modules
- Strategies for integrating career readiness elements

Why Career Readiness Matters

- Average person spends 90,000 hours at work (Forbes)
- 87% of employees worldwide are not engaged in their work (Gallup)
- Negative relationship between career planning & career-related worry (Kleine, et al)
- Engaging in career exploration has a positive impact on career self-efficacy, planning, and maturity; ultimately leading to better career outcomes (Bouchrika)

Career Advising Strategies

- Conventional – students meet individually with Career Coaches to review resumes, practice interview skills, job search, etc.
- Integration – Career Services staff partner with faculty to incorporate career readiness elements into curriculum and activities.
 - Information provided to more students equitably
 - Introduces career readiness and planning as part of professional preparation
 - Both Faculty and Career Services staff gain knowledge about current trends and practices which better supports student success

Current status of Career Readiness

- Is student career readiness a priority in your department?
- What is currently being offered to prepare your students for the workforce?
- What observations or insights do you have about those offerings?
- What barriers do you see to integrating career readiness elements into classes and departmental activities?

ACAC Overview and Career-Related Services - Advisers

Academic and Career Advisers (first 3 semesters)

- Course Registration - Mandatory
- Explore Majors and Minors
- Job/Internship Exploration – Resume/Cover Letter Review

Appointments are typically 1:1 but piloted group advising this semester with great success!!

ACAC Overview and Career-Related Services – Peer Advisers

ACAC Peer Advisers

- Prepare students for Registration – Semester One
- Major and Career Exploration – Semester Two
- Creating a Handshake Profile – Semester Two



Exploration Resources



16 Personalities

What Can I Do
With this Major?

MyMajors



O*NET OnLine



BUREAU OF LABOR STATISTICS
OCCUPATIONAL OUTLOOK HANDBOOK

ACAC Overview and Career-Related Services – Career Coaches

Career Coaches (4th semester through 1 year after graduation)

- Job/Internship Search
- Post-Graduation Plans
- Practice Interviewing
- Resume and Cover Letter Review
- Networking

Open to ALL Students

- Career Chats
- Career Fairs

Spring – Feb 10, 2026

Fall – Sept TBD

- Career Spotlights
- Industry/Alumni Panel

ACAC Overview and Career-Related Services – Career Coaches (con't.)

Courses

- **PSL 201 – Internship Prep Course (Fall 2026)**
- **PSL 401 – Career Readiness Essentials (Spring 2026) (Senior status)**

Career Readiness Essentials
PSL 401 · 1 Credit · Spring 2026
Tuesdays, 1 - 1:50 p.m. | Location TBD | Senior standing required

Ready to get a professional job?

This Class Can Help!

- Resume Building
- Job Search Pro Tips
- Interview Strategies
- Professional Networking
- Negotiations and Benefits

*Recommended for students interested in improving their ability to get professional-level jobs.

INSTRUCTOR

Jeremy Higgins is a Career Coach in the UWSP Academic and Career Advising Center (ACAC). He has extensive experience working in Non-Profit, Government (Local to Federal), Business/Entrepreneurial, and Education Sectors.

Questions about the course?
Email Jeremy at jhiggins@uwsp.edu

ENROLL TODAY!

A photograph of two students, a man and a woman, sitting at a table and looking at a laptop together.

Job and Internship Search Resources



ACAC Canvas Modules



The screenshot shows the University of Wisconsin Stevens Point website. The header includes the university's logo and name, social media links, and a search bar. The main navigation menu has links for Admissions, Academics, Athletics, Alumni / Foundation, Campus Life, Community, Diversity / Inclusion, About Us, and Student Resources. Below the menu, a section for the Academic and Career Advising Center (ACAC) is displayed. It features a sub-navigation menu for 'Faculty and Staff Resources' with categories like Home, About, Peer Advising, Events, ACAC Newsletter, Academic Advising, Major & Career Exploration, Career Preparation, Faculty & Staff Resources, Employers, Alumni, Incoming First-Year Student Advising, and Major Maps. A 'New Location!' callout is visible. A 'Career Resources' section highlights that over 70% of students receive helpful career advice from advisors and faculty. A 'Request a Visit from the ACAC' button is also present.

The Assignment	Summary of Activity	Link	Grading, Set-up, Customization
Orientation to Handshake - Module with a few small assignments	Second semester freshmen - Students are asked to describe their ideal future job, create a Handshake profile, and search for jobs and career events on that platform that aligns with their long-term goals. The point of the activity is to prime students to use Handshake in the future to search for internships and relevant events. Students who secure professional internships are more likely to experience high career mobility in the coming decades and express being very satisfied with their degree. We hope that learning to navigate Handshake early primes students to engage with professional internship searches earlier in their time with us. Takes approximately 3 hours.	Orientation to Handshake Module	The package of small assignments is set to total 15 points. A grading rubric is embedded. This can be revised after import. Instructors will need to add due dates to all assignments within the module. Some instructors have chosen to make the Optional final assignment required - choose one of the listed activities and provide documentation.
Building A Resume	This assignment is to help students develop and/or revise a professional resume. The goal of this exercise is to enhance a student's understanding of how to structure a resume, content to include and best practices to showcase talents to potential employers. If a student already has a resume created, great! This assignment will assist them in revising and updating their current document. Appropriate for second semester freshman, sophomore, juniors, and seniors. Takes approximately 3 hours.	Building A Resume	The package of small assignments and a reflection paper is set to award a total of 45 points. A grading rubric is embedded. Total points, rubrics, and resources may be revised after import. Instructors will need to add due dates to all assignments within the module.
Informational Interview assignment - Module with small assignments and reflection	Second semester sophomores, juniors, and seniors. This informational interview assignment is designed to introduce the concept and value of an informational interview. This assignment will lead students through the process of identifying their career of interest, initiating connections with professionals in their chosen field, formulating thoughtful questions for the interview, conducting the interview effectively, and post interview steps including reflecting on gained insights about their field of interest.	Informational interview assignment	The package of small assignments is set to award a total of 50 points. A grading rubric is embedded. Total points, rubrics, and resources may be revised after import. Instructors will need to add due dates to all assignments within the module.

ACAC Canvas Modules

- Orientation to Handshake
- Building a Resume
- Informational Interview
- Conduct a Job Shadow
- Gap Analysis
- Pre-Internship Safety
- Interviewing Preparation
- Salary Based Budget

ACAC Canvas Modules

The Career Team has several assignments available for you to import from the Canvas Commons.

To import a module into your own Canvas course:

1. Log into your Canvas account
2. Go to the Canvas Commons section

Then return to the ACAC webpage:

3. Click on the module link
4. Click the Import/Download button



 Import/Download

Canvas Commons – Module Example

Search Shared Imported Updates (0) Favorites Guides 

[Back to Search](#) 0 Favorites 0 Downloads 12/29/25 Copyrighted

Interview Preparation and Practice

 **MODULE**

Preview Details Version notes

Modules (1)

- Assignments (3)
- Pages (1)
- Files (4)

Interview Preparation and Practice

Peer Review Resources and Expectations	✓
Interviewing Prep Reflection Activity	5 points ✓
Practice Interview Using Big Interview	10 points ✓
Big Interview Peer Review Assessment	5 points ✓

CAREER ASSIGNMENT
Brought to you by the
ACADEMIC AND CAREER ADVISING CENTER
 University of Wisconsin
Stevens Point
STEVENS POINT • MARSHFIELD • WAUSAU

Import/Download
323.31 kB - IMS Common Cartridge File (.imscc)

Add to Favorites

Copy Resource Link

Reflection & Action Planning

- Who should be included in a career readiness discussion in your department or area?
- What might be the best way to start, or reinvigorate, the conversation?
- What “low hanging fruit” opportunities could be implemented immediately?

Coming Soon!!!



Follow us for more academic and career tips and resources!



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uwspacac



With appreciation!!

Thank you for attending!
Questions?



Let us know what
you thought of this
presentation!