

Tuesdays + Thursdays /
5:00 to 6:30 Room 182

This course is designed to prepare you for opportunities to continue your career beyond your academic coursework.

It is designed to work in conjunction with your other 400 level courses in Graphic Design, including 410,412, 413 and 491.

This course will not only connect you with an internship experience that is required for our GD degree, but it will also allow you to explore your interests in the field, understand better what opportunities may be available to you, and prepare professional materials that will communicate to others your skills and interests.

This course runs for the full 16 weeks, culminating in the progressive delivery of materials that are professional representations of your educational, work and personal experience, as it pertains to next steps in your career.

You will also examine in detail the expectations of work, and research the personal experiences of professionals in your field and your areas of interest.

Structure of the course

This course covers 15 weeks, meeting each tuesday and thursday except for spring break and other designated dates.

At this time, we will meet the following dates.

January 23/ January 25
January 30/ February 01
.....
February 06 / February 08
February 13 / February 15
February 20 / February 22
February 27 / March 01
.....
March 06 / March 08
March 13 / March 15
March 20 / March 22
spring break
.....
April 03 / April 05
April 10 / April 12
April 17 / April 19
April 24 / April 26
.....
May 01 / May 03
May 08 / May 10
.....

Note : you must be present for attendance, or you will be considered absent. I will review my attendance policy with you.

- January 23 : What is this course? expectations and needs.
January 25 : What is a career and what do we want from our professional life?
: What is a life and what do we want from our personal life?
.....
- January 30 : How do we communicate who we are professionally and personally?
What is a resume and how does it work?
February 01 : How do we combine our professional + personal goals? Refine.
.....
- February 06 : What does the field offer? Where do we find work?
February 08 : Writing a resume - workshop.
.....
- February 20 : Looking for work; searching for a job or an internship. How do we find out about work?
Research, networking and cold calling.
February 22 : Writing a letter of application.
.....
- February 27 : Resume, letter and job statement combined. Resume + cover letter. Review .
March 01 : Work in class - refining a communication package.
.....
- March 06 : Mentors as resources to careers. + development of interview questions (small teams)
March 08 : What is a portfolio for? How does it work?
.....
- March 13 : Mentor identification + research outlines reviewed / individual meetings
March 15 : Identify and secure an online portfolio site. Begin design and organization.
.....
- March 27 : Review online portfolios. Small groups.
March 29 : Individual meetings. Review online portfolios.
.....
- spring break**
.....
- April 03 : Mentor research reviewed
April 06 : Work on mentor report.
.....
- April 10 : How does one start a small business?
April 12 : How does one run a small business?
.....

April 17 : In-class presentations / professional
April 19 : In-class presentations / professional

.....

April 24 : In-class presentations / professional
April 26 : In-class presentations / professional

.....

May 01 : In-class presentations / professional
May 03 : In-class presentations / professional

.....

May 08 : Mentor report due
May 10 : Internship reporting forms due

.....