As students in the College of Human Sciences, you have a multitude of opportunities and experiences that can enhance your college studies and help prepare you for life after graduation. When you first start your college experience, graduation can seem like a long way off. And if it is your first semester, it may seem nuts to start thinking about what you want to do *after* graduation because you just got here! But that’s the point ... **Take steps NOW to better guarantee your career success LATER.** Below are several that are can help regardless of major or professional focus.

1. **Learn More About Yourself:** Identify your accomplishments, values, goals, strengths, and weaknesses. Recognize the qualities and skills that employers in your field actively seek. Complete one or more of the assessments available through OSU Career Services, such as Strengths Quest, the Strong Interest Inventory, and/or the Myers-Briggs Personality Type Indicator.

2. **Start a Career “Folder”:** Include articles, clippings, notes, suggestions from others, goals, and the like. Your “folder” can be a physical manila bi-fold style folder, or something else in hard copy or electronic format. Apps like Evernote can be great ways to keep information well-organized if you prefer using electronic or mobile technology. Bottom line = *Have some place where you consistently save your information so it is available when you need it!*

3. **Identify Your Career Resources:** There are Career Services offices in every college across the Stillwater campus, in the Student Union in Stillwater, and in North Hall on the Tulsa campus. Each office has at least one Career Consultant available to help you with your career preparation and professional development. A complete listing of Career Consultants and their respective contact information is available on [www.hireOSUgrads.com](http://www.hireOSUgrads.com), the web site for OSU Career Services.

   In the **College of Human Sciences**, our Career Consultant has an office in the Center for Student Success, which is located in 101 Human Sciences on the Stillwater campus. If you would like to meet with our career consultant, check for available appointments is accessible via OSU’s STAR system (star.okstate.edu) or call our office at 405.744.5053.

4. **Develop Communication Skills:** Take advantage of opportunities to develop your written and oral communication skills both in class and through extracurricular activities. Joining student organizations, holding leadership roles, and developing your public speaking skills through an organization such as Toastmasters are all practical ways to develop these skills. **ALL majors within the College of Human Sciences are expected to have solid communication skills.**

5. **Develop Leadership and Teamwork Skills:** Join professional organizations and take an active role in leading extracurricular or volunteer activities. Be a mentor. In today’s workplace and with all the industries associated with the professionals within the College of Human Sciences, leadership and teamwork are expected; you can even say that it is the norm for doing business. Therefore, spend time developing and enhancing these skills.
6. **Build Your Professional Network:** Professors, alumni, mentors, classmates, Career Fair contacts, speakers at seminars, and people you meet along the way can all become a part of your network. Keep records of all contacts and stay in touch with people in your network. Always look for additional opportunities to get to know people in your field of study. **LinkedIn** is a recommended resource for developing and maintaining your professional network. It is never too early to start building your profile, and then have it reviewed just as you would your resume.

7. **Attend Career Fairs:** Introduce yourself to the recruiters, collect business cards and company literature; furthermore, have a business card of your own to exchange with the recruiters. Student business cards may be purchased from Career Services. This is an excellent way to research numerous employers and establish contacts. You also gain experience in sharing relevant, professionally-focused information about yourself – something that is especially needed in interviews and for answering questions, such as “tell me about yourself.”

8. **Get Job Experience Before You Graduate:** Make a conscious effort to obtain meaningful experiences by finding internships, seasonal or part-time jobs, leadership activities, and volunteer work to prepare you for life after graduation. Any experience can be valuable; however, experience related to your professional focus is a better indicator of early success. Remember, all Human Sciences majors are expected to complete at least one professional practice experience prior to graduation – but why limit yourself to just one?!

9. **Preparation for Life After Graduation Starts NOW:** Develop a master resume, then have it critiqued by our Career Consultant. Remember to update it continuously. Develop a plan of how you will enhance your skills and gain experience in areas needing growth. Assemble a list of references. Utilize the resources available through Career Services. Participate in mock interviews and other relevant preparation activities (e.g., portfolio reviews). It takes time to bring all the pieces together – don’t try to do it all in a matter of weeks just before graduation!

10. **Believe in Yourself:** Realize that you are a valuable asset to any organization. Don’t underestimate your knowledge and talents by overestimating those of someone else. Think of it this way, if you don’t have confidence in your abilities, how will you convince someone else to have confidence in you?