




# SEPTEMBER 2021

Career & Academic Planning Calendar for First and Second Year Students



CAREER DEVELOPMENT  
CENTER

**KU** STUDENT  
SUCCESS

Monday	Tuesday	Wednesday	Thursday	Friday
<p>Aug 30 Classes Begin</p>  <p>Concerned about your class schedule or courses? See your department advisor <b>this week</b> (during Drop/Add) to discuss adjustments or changes.</p>	<p>Aug 31</p> <p><b>Your Transition from High School to College</b> 11-11:50 AF 203 Student Success Workshop</p>	<p>1</p>	<p>2</p> <p><b>Syllabus Mapping 101</b> 11-11:50 RL 7 Student Success Workshop</p>	<p>3</p>  <p>It's syllabus week! Take some time to review your syllabi and record test dates and assignments on a calendar or planner. Then, save a hardcopy for future reference.</p>
<p>6</p> <p>Labor Day—University Closed</p>	<p>7</p> <p><b>Coffee, Cookies &amp; Careers</b> Alumni Plaza 11-1pm</p> <p>Kick Chaos to the Curb: Time Management Strategies to Help You Succeed at KU 11-11:50 AF 203 Student Success Workshop</p>	<p>8</p> <p><b>Coffee, Cookies &amp; Careers</b> Alumni Plaza 11-1pm</p> <p><b>Is Your Major Right for You?</b> 3-3pm Virtual</p>	<p>9</p> <p><b>Creating Your Personal Brand</b> 11-11:50 Virtual</p> <p><b>D2L, Email &amp; MyKU, Oh My!</b> 11-11:50 RL 16 Student Success Workshop</p>	<p>10</p> <p><b>SUNDAY 9/12</b> JC Penney Suit Up! 6-9 pm, Lehigh Valley Mall</p>
<p>13</p>	<p>14</p> <p><b>Great Grades Begin with Great Notes</b> 11-11:50 AF 203 Student Success Workshop</p>	<p>15</p>	<p>16</p> <p><b>Creating Your Personal Brand</b> 11-11:50 Virtual</p>	<p>17</p>
<p>20</p>	<p>21</p> <p><b>Internship &amp; Job Search Strategies</b> 11-11:50 Virtual</p> <p><b>Disney College Program</b> 11-11:50 MSU 250</p> <p><b>Remember What You Read</b> 11-11:50 AF 203 Student Success Workshop</p>	<p>22</p> <p><b>Resume Lab</b> 1-1:50 OM 130</p>	<p>23</p> <p><b>Choosing a Major</b> 11-11:50 Virtual</p>	<p>24</p>  <p>Check your KU email and D2L accounts frequently. It is the means by which your advisors, professors, and staff communicate with you.</p>
<p>27</p> <p><b>Soft Skills: What Employers Want</b> 3-3:50 Virtual</p>	<p>28</p> <p><b>Writing Your Resume &amp; Cover Letter</b> 11-11:50 Virtual</p> <p><b>Successful Test Taking Strategies &amp; Anxiety Management</b> 11-11:50 AF 203 Student Success Workshop</p>	<p>29</p>	<p>30</p> <p><b>How to Work a Career Fair</b> 11-11:30 Virtual</p>	



Find all Zoom links for Career Development events: [www.kutztown.edu/careercenter](http://www.kutztown.edu/careercenter)

Academic Success Zoom: <https://kutztown.zoom.us/j/97466499527>

# OCTOBER 2021

Career and Academic Planning Calendar for First and Second Year Students



Monday	Tuesday	Wednesday	Thursday	Friday
				1 <b>GoInGlobal:</b> Searching the U.S. & Abroad 1-1:50 Virtual
4 <b>Soft Skills: What Employers Want</b> 1-1:50 AF 203 <b>The Washington Center for Internships</b> 2-2:50 Virtual	5 <b>Internship &amp; Job Search Strategies</b> 11-11:50 AF 101 <b>Be SMART about your Goals &amp; Success Strategies</b> 11-11:50 AF 203 Student Success Workshop	6 <b>Resume Lab</b> 2-2:50 OM 130 <b>Prepare for the Fair Event</b> MSU Lobby 11-1	7 <b>Writing Your Resume &amp; Cover Letter</b> 11-11:50 AF 101 <b>Peace Corps Info Session</b> 3-3:50 Virtual	8  <i>Time for another progress check. Talk to your professors/advisor about your academic performance &amp; make a plan for success. The last day to withdraw from a course with a grade of "W" is (11/5).</i>
11 <i>Fall Break</i>	12 <b>How to Work a Career Fair</b> 8-8:50 Virtual	13 <b>Internship &amp; Job Fair</b> 65+ Employers! 12-3 MSU 218	14 <b>Internship &amp; Job Search Strategies</b> 11-11:50 Virtual	15
18 <i>Next month you will select your Spring 2022 courses making this an ideal time to consider your career/major direction. Questioning your choices? Schedule your career coaching appointment today in Handshake.</i>	19 <b>Writing Your Resume &amp; Cover Letter</b> 11-11:50 Virtual <b>Choosing a Major</b> 3-3:50 AF 102 <b>Kick Chaos to the Curb: Time Management Strategies to Help You Succeed at KU</b> 11-11:50 AF 203 Student Success Workshop	20 <b>Soft Skills: What Employers Want</b> 11-11:50 Virtual	21 <b>Designing Your Career Path</b> 11-11:50 AF 102 <b>CDC Mini Workshop Marathon</b> Creating Your Personal Brand—6pm Designing Your Career Path—6:30pm Writing Your Resume & Cover Letter 7pm Virtual	22
25  <i>Registration for Spring 2022 begins soon. Check your myKU account for your online registration date and time.</i>	26 <b>Creating Your Personal Brand</b> 3-3:50 AF 102 <b>KU Virtual I&amp;J Fair</b> <a href="http://www.kutztown.edu/handshake">www.kutztown.edu/handshake</a> 1-4pm	27 <b>Resume Lab</b> 1-1:50 OM 130	28 <b>Disney Intern Program</b> 11-11:50 MSU 250	29 <b>Choosing a Major</b> 1-1:50 BH 145

# NOVEMBER 2021

Career and Academic Planning Calendar for First and Second Year Students



CAREER DEVELOPMENT  
CENTER

**KU** STUDENT  
SUCCESS

Monday	Tuesday	Wednesday	Thursday	Friday
<b>November is National Career Development Month!</b>				
1	2	3	4	5
<p><b>Soft Skills: What Employers Want</b> 11-11:50 Virtual</p> <p><b>Designing Your Career Path</b> 3-3:50 Virtual</p> <p><b>CDC Mini Workshop Marathon</b> Soft Skills: What Employers Want 6pm Designing Your Career Path 6:30pm Writing Your Resume &amp; Cover Letter 7pm Virtual</p>	<p><b>Creating Your Personal Brand</b> 1-1:50 BH 145</p> <p><b>Balancing Academics &amp; Campus Involvement</b> 11-11:50 AF 203 <i>Student Success Workshop</i></p>		<p><b>The Washington Center for Internships</b> <i>Intern in DC!</i> 11-11:50 Virtual</p> <p><b>CDC Mini Workshop Marathon</b> Soft Skills: What Employers Want 6pm Designing Your Career Path 6:30pm Writing Your Resume &amp; Cover Letter 7pm Virtual</p>	
8	9	10	11	12
<p><b>Creating Your Personal Brand</b> 2-2:50 Virtual</p> <p><b>CDC Mini Workshop Marathon</b> Soft Skills: What Employers Want 6pm Choosing a Major 6:30pm Writing Your Resume &amp; Cover Letter 7pm Virtual</p>	<p><b>Soft Skills: What Employers Want</b> 11-11:50 AF 101</p> <p><b>Maximizing Tutoring &amp; Office Hours</b> 11-11:50 AF 203 <i>Student Success Workshop</i></p>	<p><b>Resume Lab</b> 10-10:50 RL 17</p>	<p><b>CDC Mini Workshop Marathon</b> Creating Your Personal Brand –6pm Designing Your Career Path—6:30pm Writing Your Resume &amp; Cover Letter 7pm Virtual</p>	<p><b>Soft Skills: What Employers Want</b> 1-1:50 Virtual</p>
15	16	17	18	19
<p><b>CDC Mini Workshop Marathon</b> Soft Skills: What Employers Want 6pm Choosing a Major 6:30pm Writing Your Resume &amp; Cover Letter 7pm Virtual</p>	<p><b>GoInGlobal: Searching in the U.S. &amp; Abroad</b> 11-11:50 Virtual</p> <p><b>Growth vs. Fixed Mindset</b> 11-11:50 AF 203 <i>Student Success Workshop</i></p>	<p><b>Designing Your Career Path</b> 3-3:50 AF 101</p>	<p><b>Choosing a Major</b> 11-11:50 Virtual</p> <p><b>Internship &amp; Job Search Strategies</b> 11-11:50 AF 101</p>	
22	23	24	25	26
<p><b>Resume Lab</b> 10-10:50 RL 17</p>	<p><b>Writing Your Resume &amp; Cover Letter</b> 11-11:50 AF 101</p>	<p><i>Thanksgiving Recess</i> →</p>		
29	30			
<p><b>Choosing a Major</b> 11-11:50 Virtual</p> <p><b>CDC Mini Workshop Marathon!</b> Soft Skills: What Employers Want 3pm Designing Your Career Path 3:30pm Writing Your Resume &amp; Cover Letter 4pm Virtual</p>	<p><b>Designing Your Career Path</b> 11-11:50 Virtual</p> <p><b>CDC Mini Workshop Marathon!</b> Creating Your Personal Brand 3pm Designing Your Career Path 3:30pm Writing Your Resume &amp; Cover Letter 4pm Virtual</p>			

# DECEMBER 2021

Career and Academic Planning Calendar for First and Second Year Students



**KU** STUDENT SUCCESS

Monday	Tuesday	Wednesday	Thursday	Friday
		1 <b>CDC Mini Workshop Marathon!</b> Successful Interviewing 3pm Internship & Job Search Strategies 3:30 pm Grad School Search 4pm Virtual	2 <b>CDC Mini Workshop Marathon!</b> Successful Interviewing 3pm Internship & Job Search Strategies 3:30pm Grad School Search 4pm Virtual	3 <b>CDC Mini Workshop Marathon!</b> Successful Interviewing 3pm Internship & Job Search Strategies 3:30pm Grad School Search 4pm Virtual
6	7	8	9	10
13 Finals Week	14	15	16	17 Last Day for Walk in Hours

Career Development Center • 113 Stratton Admin • 610-683-4067 Tutoring Services • 27 Rohrbach Library • 610-683-4726

**GET CAREER READY**  
with a certificate that prepares you for future success!

**CAREER EXPLORATION CERTIFICATE**  
FRESHMEN AND SOPHOMORES

**CAREER SUCCESS CERTIFICATE**  
JUNIORS AND SENIORS

Sign Up Now  
[www.kutztown.edu/cdccertificate](http://www.kutztown.edu/cdccertificate)

Say hello to **handshake**

careers | internships | interviews | events | resources

Load the App: Handshake Jobs & Careers  
[www.kutztown.edu/handshake](http://www.kutztown.edu/handshake)

Become a more confident, and successful student & future employee by participating in the **FREE Career Exploration Certificate Program**

Learn more at [www.kutztown.edu/CDCcertificate](http://www.kutztown.edu/CDCcertificate)

If you do not sign into a workshop within 10 minutes of it starting, your attendance will not be counted. Thank you.