



Need to be gone and don't want to cancel class?

USE "PROFESSOR FOR A DAY"

Please contact me to see if I'm available. I am always seeking opportunities to visit with students!

Presentations available on:

- How to Conduct a Job Search
- What can I do with a major in _____?
- Interviewing for a Job
- Graduate/Professional School
- Resume and Cover Letter Writing
- Value of Internships, Service, Experiential Learning
- Personality Types & Career Fit
- Deciding on a Major
- Interpreting Benefit Packages
- Networking
- Career Action Planning

DVDs

- "Manners at Work" (20 minutes)
- "Ethics at Work" (21 minutes)
- "Dress and Groom for the Workplace" (30 minutes)
- "You're Fired: The Ten Quickest Ways to Lose Your Job and How to Avoid Them"
- "Job Survival Skills" (20 minutes)
- "Soft Skills in the Workplace"
- "When Presentation Counts" (32 minutes)
- "First Impressions: Etiquette and Work Habits for New Employees" (22 minutes)
- "My Digital Life" (28 minutes)

If you have a course specific topic that you want presented, just let me know.

I am more than happy to come into your classes at any time, so NEVER hesitate to contact me!

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