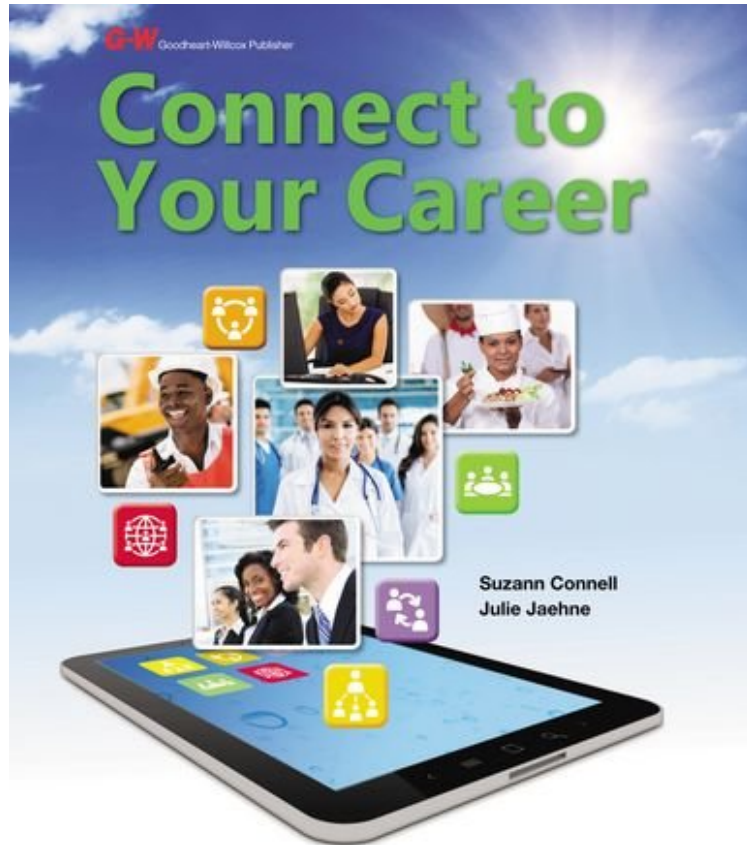


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## Connect to Your Career

*Suzann Connell, Julie Jaehne*

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Connect to Your Career presents a nontraditional approach to the career-search process. Focusing on proven strategies that use technology as a tool, students will learn how to use the Internet to navigate through the myriad of career opportunities that await them. Establish social media accounts to create an online identity and learn how to protect it. Create a personal portfolio to use while exploring career opportunities. Build a personal brand. Design an infographic rsum that will capture the eye of employers. Implement a Sunday Evening Plan to help stay on top of career opportunities. Prepare to take certification exams by answering practice questions. Develop a professional network as support in the job-search process. Apply for jobs online and in-person while managing career-search activities.Table

of Contents 1. Online Presence 2. Protecting Your Online Identity 3. Networking for Your Career 4. Workplace Skills  
5. Your Career Strengths 6. Resumes 7. Cover Letters 8. Applying for Jobs 9. Preparing for the Interview 10. The  
Interview 11. Evaluating the Interview 12. Your Career