



Department of Physics
COLLEGE OF LETTERS & SCIENCES
UNIVERSITY OF WISCONSIN-MADISON

2021 MSPQC Career Development Series Syllabus

Instructors

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Series Objective and Overview

Hello MSPQC Students! This is the syllabus for our summer 2021 MSPQC career development series. This series is entirely optional and you are welcome to join us for any or all of the sessions listed below.

The goal of this series is to provide MSPQC students with a strong preparation in the essential components of a job search. A critical component of most sessions is “advance homework” – preparation that will enable you to get the most out of the workshops. Session materials will be posted on Canvas.

After each session, there will be a feedback and assessment quiz on Canvas we’d like you to complete.

Please send all questions, comments, and concerns to both Jackson and Michelle.

Date and Time	Topic	Advance Homework	Zoom Link
Friday, May 7: 11:00 AM – 11:30 AM	Pre-Session	None	https://uwmadison.zoom.us/j/96468461493?from=addon
Tuesday, May 11: 12 PM – 1 PM	Networking/Linkedin	None	https://uwmadison.zoom.us/j/93650016733?from=addon
Tuesday, May 18: 12 PM – 1 PM	Resume Review	Bring a copy of your resume (Optional: Bring a job description)	https://uwmadison.zoom.us/j/93650016733?from=addon
Tuesday, May 24: 12 PM – 1 PM	Cover Letter Review	Bring a draft of your cover letter (Optional: Bring a job description)	https://uwmadison.zoom.us/j/93650016733?from=addon
Tuesday, June 1: 12 PM – 1 PM	Job Search Process	Bring three job postings	https://uwmadison.zoom.us/j/93650016733?from=addon
Tuesday, June 8: 12 PM – 1 PM	The Interview Process and Mock Interviews	Complete Doodle Poll/Big Interview (information will be shared via email/Canvas)	https://uwmadison.zoom.us/j/93650016733?from=addon
Scheduled Independently	Offer Negotiations	None	https://uwmadison.zoom.us/j/93650016733?from=addon