

Schedule, Spring 2016
BIOL 3030 - CAREERS IN THE LIFE SCIENCES
Career Choices and Survival Skills
 190, Environmental Science Building, 1-1:50 Fridays
 Dr. M.L. Burleson (office hours: 8-9:0 MWF) burleson@unt.edu

<u>Topic</u>	<u>Speaker</u>	<u>Date</u>
Office of Nationally Competitive Scholarships	Dr. James Duban http://www.opgf.unt.edu/	January 22
Transferrable Skills	Glenn Jensen Corporate Recruitment Specialist	January 29
Learning Center Study Skills – Learning Strategies Resources	Anna Grace Academic Counselor www.unt.edu/lc	February 5
Student Employment and Career Development	Sean MacNamara Career Services Specialist http://careercenter.unt.edu/index.html	February 12
UNT Master Teacher Program Kristin.Sherman@unt.edu	Dr. Kristin Sherman http://www.tnt.unt.edu/	February 19
Biotech Industry	Lance Brooks Laboratory Supervisor	February 26
Grad students	roundtable	March 4
MBA Health Management UNT School of Business	Dr. Mark Davis	March 11
Spring Break		March 18
Cancelled for Good Friday		March 25
U.S. Army Corp of Engineers	Anthony Sanders Natural Resource Specialist	April 1
101 Careers	Dr. Burleson	April 8
US Fish and Wildlife	Don Wilhelm	April 15
Computer searches	Dr. Burleson	April 22
UNT Sustainability	Gary Cocke	April 29

Speaker List will be updated on Blackboard during the course of the semester.

Attendance Policy: This course is a small group seminar. All students are expected to participate in class discussions. Thus, good attendance is a critical element in course success. If an absence is unavoidable, contact the instructors in advance when possible. Students will be responsible for including all course handouts in their course notebook, including those from a missed class. Three unexcused absences will drop your score by one letter grade.

STUDENT ASSIGNMENTS

The written student assignment (a *curriculum vitae* or a *résumé*) will be intensively edited to provide you feedback to improve your effort when it comes time to use these documents in applying to graduate school, a professional school, or in applying for a professional job. The indexed notebook due at the end of the course is intended for your future use when you need help with one of the topics covered in this course.

Assignments

Due Date

Word Processed *Vita* or *Résumé*

Prepare a *curriculum vitae* or a *résumé* as

Include in Notebook

Indexed Notebook of Course Materials

Prepare a three-ring notebook with all course materials and assignments. **The notebook should be indexed**, identifying the different topics and assignments for easy reference.

The notebook can be used in the future when you encounter a topic that the course covered (e.g., writing a personal statement, preparing a *résumé*, or applying to graduate school).

Final Review Week

CONTACTING INSTRUCTORS AND GUEST SPEAKERS

Students are encouraged to contact the instructors (or guest speakers) outside of class and visit their offices in person if you have questions or require individualized help. The object is to help you make career choices and increase your chances of success.

