

Chapter 13: Starting Your Career

STUDENT ASSIGNMENT

Date: _____ Name: _____

SHORT ANSWER

Write your answers in the spaces provided.

1. When writing your resumé, what questions should you ask yourself?

a. _____

b. _____

c. _____

d. _____

e. _____

2. What are the necessary and optional elements of a resumé:

a. _____

b. _____

c. _____

d. _____

e. _____

3. List 10 things that will help you make a good impression at an interview.

a. _____

b. _____

c. _____

d. _____

e. _____

f. _____

g. _____

h. _____

i. _____

j. _____