

Mastering Career Readiness Modules for Students



The Georgia Gwinnett College Mastering Career Readiness D2L modules, developed by Career Services, are redesigned to address the career readiness and employability skills of GGC students. As a student you are enrolled in the D2L which can be completed at your own pace. You can access the Mastering Career Readiness modules by logging in to D2L and clicking on the Mastering Career Readiness tile.

The Mastering Career Readiness D2L modules contain five modules (including an Introduction and Conclusion) that provide several important

aspects of career readiness including self-assessment, exploring careers and the nuts and bolts of getting and keeping jobs like resume writing, networking on LinkedIn, interviewing, and goal setting.

Each module wraps up with activities that reinforce employability skills to support personal and professional achievement. You will receive a certificate of completion after completing all five modules.

Module Activity Breakdown

<p>Module 1 - Explore</p> <ul style="list-style-type: none"> f Take the Focus 2 Career Assessment f Complete ClawLink, powered by Handshake Profile 	<p>Module 3 - Apply</p> <ul style="list-style-type: none"> f Develop two career goals on a goal setting worksheet f Use Steppingblocks Search360 to identify careers of interest and complete the employability skills worksheet
<p>Module 2 - Prepare</p> <ul style="list-style-type: none"> f Conduct a mock interview. This can be done in person or via the Big Interview online platform 	
<p>Module 5 - Achieve</p> <ul style="list-style-type: none"> f Assess career competency proficiency based on the NACE career competencies for career readiness 	

Once completed the Mastering Career Modules can serve as a concrete career portfolio to share with prospective employers, community service organizations or educational organizations. Your student career portfolio could include:

- x A Resume
- x A Reference List (preferably former supervisors and faculty)
- x LinkedIn Profile

Career Readiness is the attainment and demonstration of requisite competencies that broadly prepare college graduates for a successful transition into the workplace.

x Career Assessment Results

x

Frequently Asked Questions

Q: I did not request to be added to this. How did I get in it?

A: All GGC students are added to the modules. The modules are designed to assist you with gaining a better understanding of your major and/or focus area and help you to become a competitive candidate by providing you with knowledge and skills needed for gainful employment.

Q: Am I required to complete the modules?

A: