

MEIS CENTER SPRING 2023

MEIS Student Development Center
INDIANA STATE UNIVERSITY

All Major Career Fair

Presenter: Career Center

Open for All

Hulman Center

Wednesday, February 15th @ 12-4:00 PM

Big Data Analytics

Presenter: Dr. Cory Campbell

Open for all

Before Admittance:

- Watch the video titled: Big data is better data
- Video link: <https://www.youtube.com/watch?v=8pHzROP1D-w>
- Read the article: Five essential principals for understanding data analytics.

Davenport, T. (2015). Five essential principals for understanding analytics. *Harvard Business Review*. Retrieved at: <https://hbr.org/2015/10/5-essential-principles-for-understanding-analytics>

During the workshop:

- Explore the opportunities as well as challenges big data analytics.
- Examine how big data and big data analytics will transform our business.
- Consider the intended and unintended consequences of big data initiatives.

Dates Presented:

- Monday, February 27th @ 10AM
- Wednesday, April 12th @ 2 PM

Building Your Personal Brand

Presented by: Dr. Ricky Fergurson

Open For All

Before coming to the MEIS Center, you must:

- No Prerequisite

For admission to the MEIS event, you must bring:

- Laptop
- Student ID

During the workshop, you are expected to:

- Understand the benefits of personal branding

- Identify ways to build your personal brand
- Participation during the event is required and at the discretion of the facilitator

Dates Presented:

- Tuesday, February 21st @ 5:00 PM
- Wednesday, Mach 29th @ 12:00PM

Career Fair Prep

Presenter: Teresa Dwyer

Open for all

Before admittance:

- Review list of employers attending the All Majors Job & Internship Career Fair on Handshake: [Spring 2023 All Majors Job & Internship Career Fair Detail](#)
- Review ISU Career Center's Resume Writing Guide: <https://www.indstate.edu/sites/default/files/media/career-center/pdfs/resume-writing-guide-2022.pdf>

For admission into the MEIS event, be prepared to share electronically:

- Student ID Card

During the workshop:

- Why employers attend career fairs
- Strategies for managing time at the career fair
- How to prepare for career fair success
- What to do after the career fair

Dates Presented:

- Tuesday, January 31st @ 5:00 PM
- Wednesday, February 1st @ 12:00PM

Diversity in Business Symposium

Presented by: Madison Marshall

Open for all

During the event:

As a leading business school, we aim to provide a culture of diversity, equity, and inclusion for all students, faculty, and staff within our college. We believe that everyone is of value and strive to empower the respectful exchange of ideas, thoughts, and opportunities within business. This event brought together a diverse group of professionals to share their business experiences with our guests, including opportunities and challenges they have faced in supporting a more inclusive work environment. The symposium culminated with a keynote address from David Pac – President, Trinity Financial Consulting.

Date Presented:

- Monday, February 20th @ 10:00 AM – 01:00 PM

Ethics Conference Keynote Luncheon Speaker

Presented by: Networks Professional Development Program
Open for all

Before attending the Workshop, you must:

- Register at www.indstate.edu/ethic

For admission to the MEIS event, be prepared to share:

- Student ID

Date Presented: Wednesday, March 1st , 12:00 PM

Speaker:**Carolene Mays**

Indiana State University Alumni & Distinguished Alumni Award Winner,
President of Back Leadership Legacies INC. and Inspiring Leadership, LLC.
Corporate Board Member at One America Financial Partners,
TV Host on WISH-TV,
Certified DEI Consultant,
Experience Speaker and Moderator.

Intro to Cover Letter Writing

Presenter: Kyle Harris

Open for all

Before admittance:

- Watch Five Cover Letter Mistakes Video o Video
link: <https://www.youtube.com/watch?v=6ybiR3sJTaY>
- Find an entry-level job or internship description for a position in your field
- Compare your skills with the requirements of the job description and bring comparison to workshop
- Review ISU Career Center's Cover Letter Writing Guide: <https://www.indstate.edu/sites/default/files/media/career-center/pdfs/cover-letter-writing-guide-2020.pdf>
- Comparison of skills and requirements written out

During the workshop:

- How to determine the content to put in your cover letter
- Determine resume skills versus application requirements

Dates Presented:

- Tuesday, March 14th @ 2:00 PM
- Wednesday, March 6th @ 5:00 PM

Leveraging LinkedIn

Presented by: Dr. Ricky Fergurson

Open for all

Before attending the workshop, you must:

- Set-up or update LinkedIn account
- Must show student ID
- URL to LinkedIn account

During the workshop, you are expected to:

- Understand what makes good LinkedIn profile
- How to effectively use LinkedIn to network

Dates Presented:

- Thursday, February 2nd @ 5:00 PM
- Tuesday, April 4th @ 9:30 AM

Professional Mentor Panel

Presented by: Madison Marshall

Open for all

During the event:

This will be a professional panel revolved around mentorship and the value of seeking advice/ guidance from a mentor. Individuals will share how mentoring has impacted their lives and how it might make a difference in yours.

Date Presented:

- Tuesday, April 18th @ 5:00 PM – 6:00 PM

Negotiating Your First Job

Presented by: Dr. David Fleming

Open for Junior/Senior/Graduate

Before attending the Zoom Workshop, you must:

- Find and download a job posting that you would like to have when you graduate (should be reasonable/entry level, not CEO or owner of a sports franchise)

For admission into the Zoom MEIS Event, be prepared to share electronically:

- Student ID
- Job description

During the Zoom Workshop, you are expected to:

- Talk about the total compensation package of your first job
- Prepare a worksheet to assist you in negotiating your first compensation package
- Identify minimums you are willing to take in each area of compensation

Dates Presented:

- Monday, February 20th @ 1:00 PM
- Tuesday, February 21st @ 2:00 PM

Perfecting Your Elevator Pitch

Presented by: David Fleming
Open for all

Before coming to the workshop, you must:

- Watch Both of these videos on creating your elevator pitch
 - Video link: <https://www.youtube.com/watch?v=YHgf4SvysfA>
 - Video link: <https://www.youtube.com/watch?v=0zaeAuZly9Q>
- Read the elevator pitch prompt and scoring sheet below
- Prepare elevator pitch response to the prompt to present in the workshop.

For admission into the MEIS event, be prepared to share:

- Student ID Card
- Outline of your Elevator Pitch

During the workshop, you are expected to:

- Discuss ways to improve pitch
- Practice your elevator pitch
- Determine how to use your pitch to prepare for interviews

After the workshop you are expected to submit your elevator pitch recording to the ISU Elevator Pitch Competition at the following link:

https://drive.google.com/drive/folders/1tuy6_P-Gok5RhqThgdR3ttGTa0V3U1Mp?usp=sharing

Prompt: In one minute or less, tell us about a time when you have had to correct one of your teachers or superiors when they were wrong? How did you approach that situation?.

Scoring Sheet

Time Limit: 1 minute max

Score each item on a 0-10 scale with 10 being the best possible score and 0 being the absence of the skill or behavior being evaluated.

Introduction

- _____ Initial Greeting/hook – not just name and basic info, but something that grabs attention
_____ Transition to pitch –it flows naturally from the intro into the meat of the presentation

Content/Message

- _____ Explained the topic - did they give enough detail to peak your interest
_____ Relayed relevant content – did they stay focused or did they wander

Close

- _____ Asked for the next step (call, interview, etc.)
_____ Clear Ending/close – did they have a clear conclusion or did they fade out or say “that’s all I have?”

Communication

- _____ Verbiage (concise, professional) – did they use proper language?
_____ Energy (enthusiastic about subject matter, confidence) – were they engaged & excited?
_____ Time (kept to time limit)
_____ Nonverbals (posture, eye contact, facial expressions, smile) – did they look at the camera, smile, etc.?
_____ TOTAL

Dates Presented:

- Monday, March 13th @ 12:00 PM
- Tuesday, March 14th @ 3:30 PM
- Thursday, March 16th @ 11:00 AM

Reason for Give to Blue Day

Presented by: Madison Marshall

Open for all

During the event:

This is an event presented by Women in Business discussing the purpose of Give to Blue Day and the value of philanthropy. We will have guest speakers from the ISU foundation and student organizations to discuss their role in Give to Blue Day and how it can make an impact on you as a Sycamore.

Date Presented:

- Tuesday, March 14th @ 4:30 PM

Resume 101

Presenter: Michelle Reeson

Open for all

Before Admittance:

- Watch the short video Resume 101 - <https://www.youtube.com/watch?v=w0GsNFDFtUo>
- If you are beginning a resume in college, or have one that needs updated, feel free to bring it in

During the Workshop:

- The first steps in writing a correct resume
- How to figure out what goes on your resume

Dates Presented:

- Tuesday, February 7th @ 11:00 AM
- Wednesday, February 13th @ 12:00 PM

Robotics Process Automation (RPA)

Presenter: Dr. Cory Campbell

Open for all

Before Admittance:

- Watch the video titled: What is Robotics Process Automation (RPA)
- Video link: <https://www.youtube.com/watch?v=9URSbTOE4YI>
- Read the article: What is RPA? A revolution in business process automation.

Olavsrud, T. & Boulton, C. (2022). What is RPA? A revolution in business process automation. CIO Magazine. June 29. Retrieved at: <https://www.cio.com/article/227908/what-is-rpa-robotic-process-automation-explained.html>

During the workshop:

- Indicate the fundamental characteristics of RPA
- Contrast the differences between centralized and decentralized RPA models
- Assess the components of RPA including infrastructure, licensing, build/deploy, and maintenance
- Recognize the importance of organizational culture if RPA initiatives

Dates Presented:

- Monday, February 6th@ 11AM
- Wednesday, April 12th @ 1PM

Senior Internship Panel

Presented by: Networks Programs Seniors
Open for all

Before coming to the Magna Carta, you must:

- No Prerequisite

For admission to the MEIS event, you must bring:

- Laptop
- Student ID

During the workshop, you are expected to:

- Listen to Seniors report on a variety of internships
- Ask questions of the seniors regarding the internships and where they are going to work

Dates Presented:

- Thursday, March 23rd @ 5 PM

Successful Interview Strategies

Presented by: Kyle Harris

Open for sophomores, juniors, and seniors

Before coming to the MEIS Center, you must:

- Watch https://www.youtube.com/watch?v=HG68Ymazo18&t=90s&ab_channel=Indeed "Top Interview Tips" & <https://www.youtube.com/watch?v=rBWH3A5yGzI-> How to use CAR to answer Behavioral Interview Questions.
- Find an entry-level job or internship description for a position **in your field** and bring with you. Must be an actual job posting! Be prepared to share link to job posting if Zoom session.
- Have at least 3 questions that are industry specific that you would ask an employer at the end of an interview

For admission to the MEIS event, you must have:

- Laptop with webcam capabilities-Video MUST be on in Zoom session. (Zoom session Only)
- Job/internship posting specific to your career interest Printed Out or link to job on computer. Must be actual job posting from a job board.
- Your 3 questions for an employer to ask at the end of an interview
- Student ID

During the workshop, you are expected to:

- Practice different types of interview environments and questions.
- Practice one on one or in a group with potential interview questions.
- Understand and answer behavioral interview questions utilizing the CAR method.

- Talk about different types of interviews and prepare for online interviewing.
- Know when and how to answer questions back to an employer.
- Participation during the event is required and at the discretion of the facilitator

Dates Presented:

- Monday, February 6th @ 2:00 PM
- Wednesday, March 1st @ 5:00 PM