**PART TWO: Advising Session**

BUAD309

Total possible points: 67.5 (see rubric)

Two Parts: Session reflection & Self-Assessment

**NAME:**

**STEP ONE: ADVISING SESSION REFLECTION**

What are three things that you learned or gained insight about from your advising session. Be clear and thoughtful in your responses. I’m looking for connection to the value of this exercise.

**--Response should be concise but show insight. Do not exceed this page --**

**STEP TWO: Self-Assessment: UDCAN Advising Session**

1. Was I on time? Yes\_\_\_ No\_\_\_
2. Did I introduce myself? Yes\_\_\_ No\_\_\_
3. Did I know the interviewer's name and use it correctly? Yes\_\_\_ No\_\_\_
4. Was I in a quiet, private location for my session? Yes\_\_\_ No\_\_\_
5. Did I give positive signals about my interest in speaking with this contact?

\*\*Complete A or B depending on session type\*\*

1. Skype: Did I show interest, eagerness, and enthusiasm in my body language by sitting up and leaning forward? Yes\_\_\_ No\_\_\_

(b) Phone: Did my tone of voice show interest, eagerness, and enthusiasm?

 Yes\_\_\_ No\_\_\_

1. Did I sound nervous? Yes\_\_\_ No\_\_\_
2. Did I show that I was prepared/listening by answering questions with appropriate depth? Yes\_\_\_ No\_\_\_
3. Did I demonstrate my preparation in the areas of:

(1) Alum’s Educational Background............ Yes\_\_\_ No\_\_\_ N/A\_\_\_

(2) Alum’s Work Experience........................ Yes\_\_\_ No\_\_\_ N/A\_\_\_

(3) Alum’s Accomplishments....................... Yes\_\_\_ No\_\_\_ N/A\_\_\_

(4) Knowledge of the Company................... Yes\_\_\_ No\_\_\_ N/A\_\_\_

 (5) My Career plans and goals.................... Yes\_\_\_ No\_\_\_ N/A\_\_\_

1. Did I answer all the questions honestly?........... Yes\_\_\_ No\_\_\_
2. Which questions did I have most trouble answering adequately?

1. Did I ask relevant questions when given the opportunity to do so? Yes No\_\_\_
2. What were my greatest strengths in the interview?
3. What were my greatest areas of weakness?
4. How could I have improved this interview?

How would I assess my overall performance?

Poor Adequate Good Excellent