

Professional Development Seminar
BIOL 3192
Location: UGLC C205 TIME: M 1:30 - 2:20 pm

Grading:

Assignments: 100% (please submit through blackboard)
 Effort, Completeness, Grammar

Attendance, unless agreed to prior to meeting, at the synchronous virtual session is Mandatory - **You will lose ½ of a grade for each class missed***

*Tardiness is not acceptable and will count against your attendance (log in on time).

All writing assignments are due by Sunday at 11:59 pm through Blackboard. If you have trouble with blackboard submit directly to my e-mail. **Late submissions will not be accepted.**

Grading scale firm A = 100-90%, B = 89.9-80%, C=79.9-79%, D=69.9-60% < = F
Grades are based upon assignment completion adjusted by attendance.

LAST DAY TO DROP: March 30th

Date	Topic
January 23rd	It's about you!!!! Assignment: Personal Inventory (Turn in by Sunday midnight).
January 30th	Professional Schools, Speaker: Dr. Gail Arnold Program Coordinator, Medical Professions Institute Assignment: Find a professional school in Texas that interests you, print out the first page of their home page. In 250 word or less, describe how it might be a good next step for you.
<i>Feb 3 (opportunity for extra credit)</i>	<i>Career Fair =: (attend the hybrid UTEP job expo. Provide proof of at least one business card or handout from three different employers).</i>
February 6th	LSAMP – Ms. Ariana Arciero Assignment: Ghost writing your own reference letter (due by Sunday at Midnight).
February 13th	TTUHSC – Professional/Medical School Opportunities – Dr. Adrian Billings Assignment: TBD
February 20th	Career Services: Professional Development Part 1- Ms. Grace Akers Assignment: Be prepared to develop a successful resume/cv, cover letter, interview skills, etc. Assignment: CV or resume (due by Sunday at Midnight)

February 27th	Career Services: Professional Development Part 2 – Grace Ackers Assignment: Be prepared to discuss. Techniques for a successful cover letter, interview skills, etc (Write out your response to the statement “Please describe your strengths and weaknesses- keep your responses to 250 words or less)
March 6th	Graduate Student presentation –Samuel Castillo Assignment: TBD
March 13th	Spring Break no class
March 20th	Getting into Medical School/Graduate school: Assignment: MCAT practice
March 27th	Getting into Medical School/Graduate school: Assignment: Write up your own personal statement.
April 3	What I plan to do from here. Please bring to class a PowerPoint presentation, with two or three slides, outlining what you plan to do from this point to start on your career path. Your attendance and your Powerpoint will be your grade.
April 10	What I plan to do from here. Please bring to class a PowerPoint presentation, with two or three slides, outlining what you plan to do from this point to start on your career path. Your attendance and your Powerpoint will be your grade.
April 17	What I plan to do from here. Please bring to class a PowerPoint presentation, with two or three slides, outlining what you plan to do from this point to start on your career path. Your attendance and your Powerpoint will be your grade.
April 24	What I plan to do from here. Please bring to class a PowerPoint presentation, with two or three slides, outlining what you plan to do from this point to start on your career path. Your attendance and your Powerpoint will be your grade.
May 1st	TBD