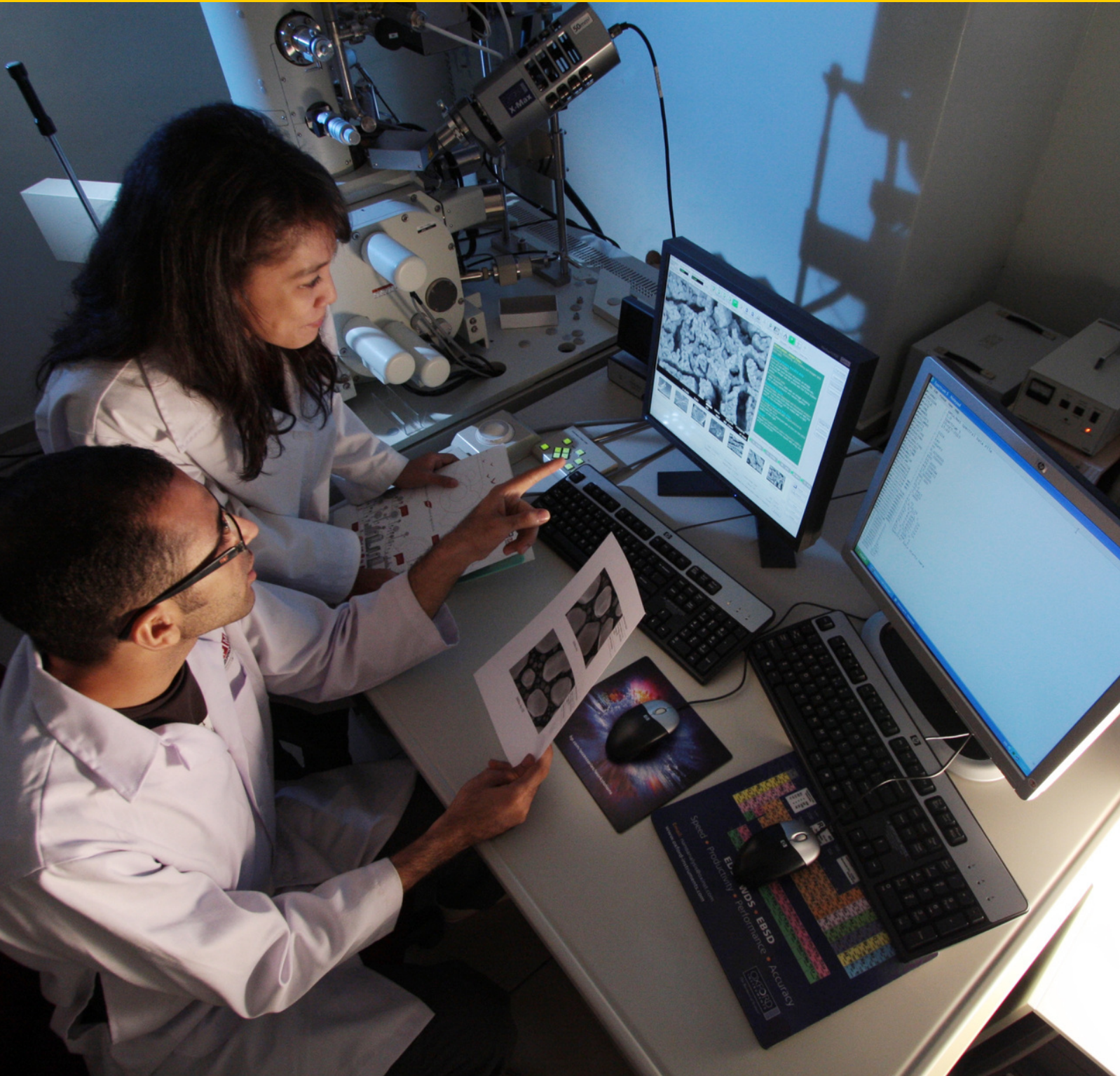




Norman Career Services

TURNING RESEARCH INTO A JOB



TODAY'S GOALS

- 1.) Identify Prior Classwork as Proof
- 2.) Tailor Classwork Toward Goals
- 3.) Discussing Classwork on Resumes/Cover Letters
- 4.) Discussing Classwork During Interviews
- 5.) Creating Public Outcomes

YOUR PROBLEMS

PROBLEM 1



PROBLEM 2



YOUR OPPORTUNITIES

OPPORTUNITY 1



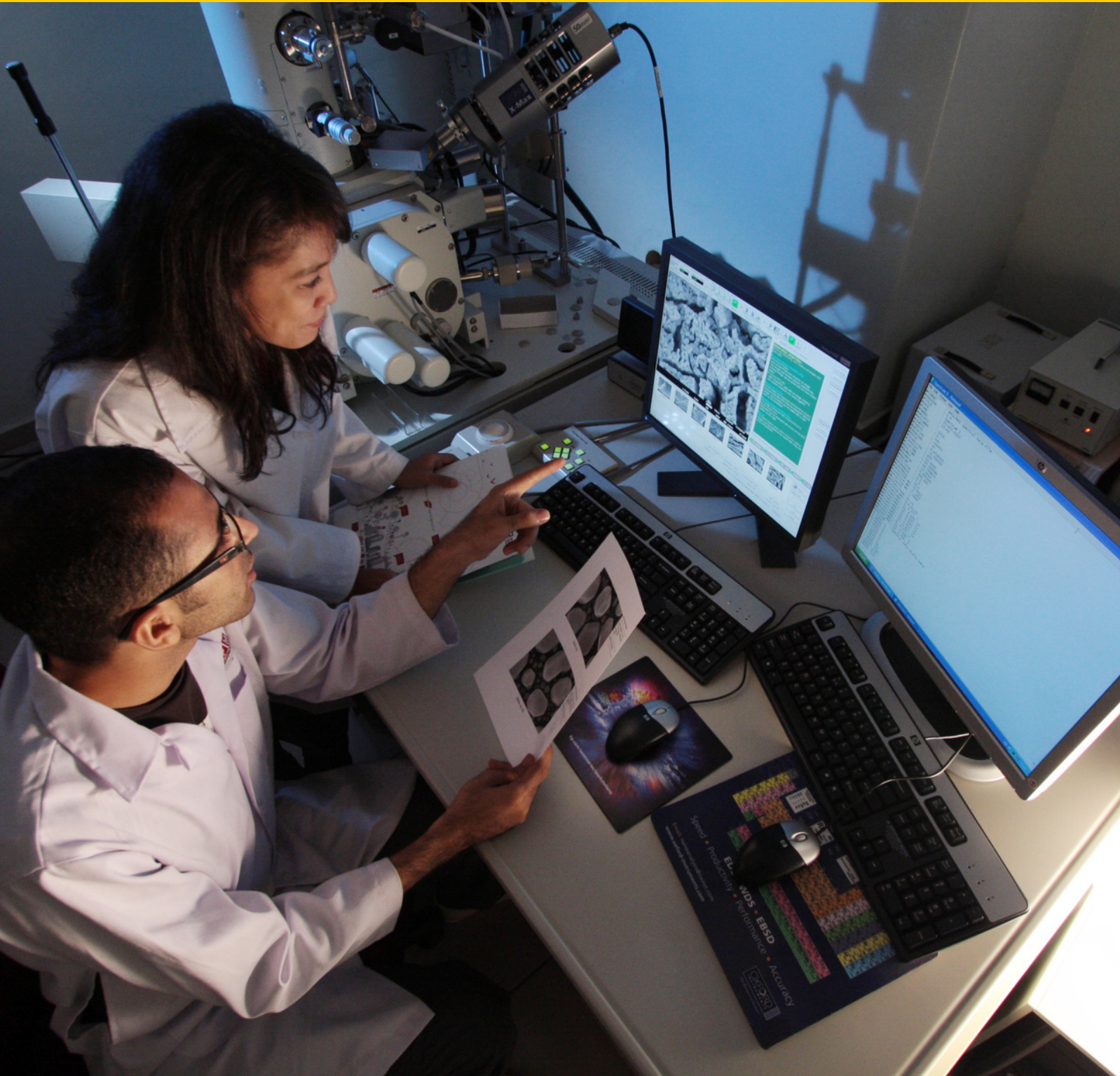
OPPORTUNITY 2



CLASSWORK

=

PROOF



DON'T OVERWORK!

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REVIEW PRIOR WORK

01

PAST PAPERS

02

PAST PROJECTS

ASK YOURSELF

Skills Learned

What skills did you learn while completing the assignment that correlate with professional skills?

1. Time Management
2. Editing
3. Team Management
4. Data Collection

Industry Knowledge Gained

What did you learn about your future industry while completing the project or paper?

1. Future Developments
2. History of the Profession
3. Best Practices
4. Industry Leaders

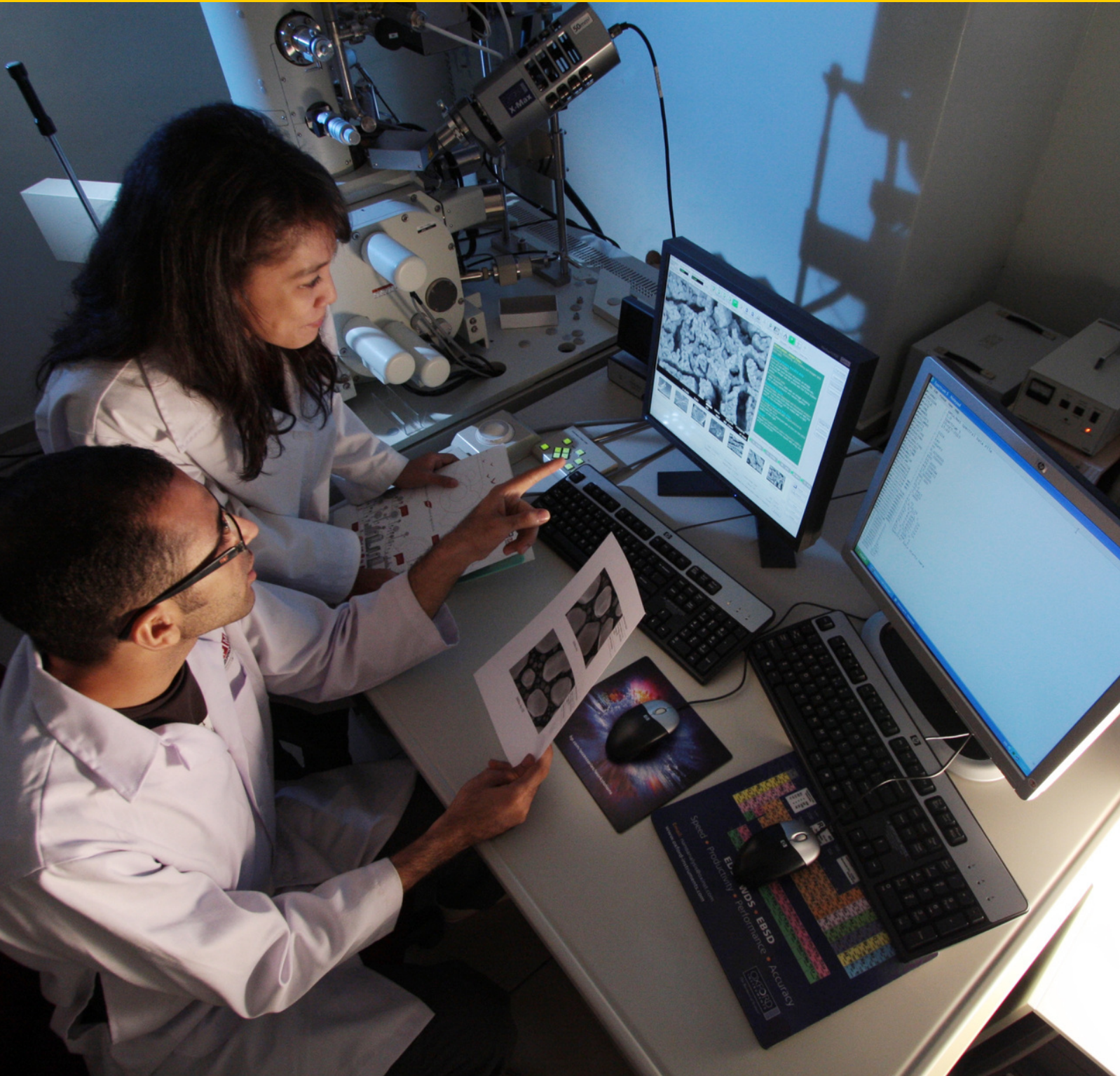
What was Produced

What did you produce that might be relevant for your industry?

1. A New Best Practice
2. A New Solution to a Problem
3. Filled a Knowledge Gap

The image features a light teal background with a repeating pattern of chevrons. A large, solid yellow rectangular box is centered on the page, containing the text 'MAKE CLASS PROJECTS WORK FOR YOU' in a bold, dark teal, sans-serif font. The text is arranged in three lines, with each line centered within the yellow box.

**MAKE CLASS
PROJECTS
WORK FOR YOU**



DON'T OVERWORK!

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FOCUS TOWARD GOALS

Papers

How can you write the paper to the professor's guidelines, but also address your industry or desired professional development?

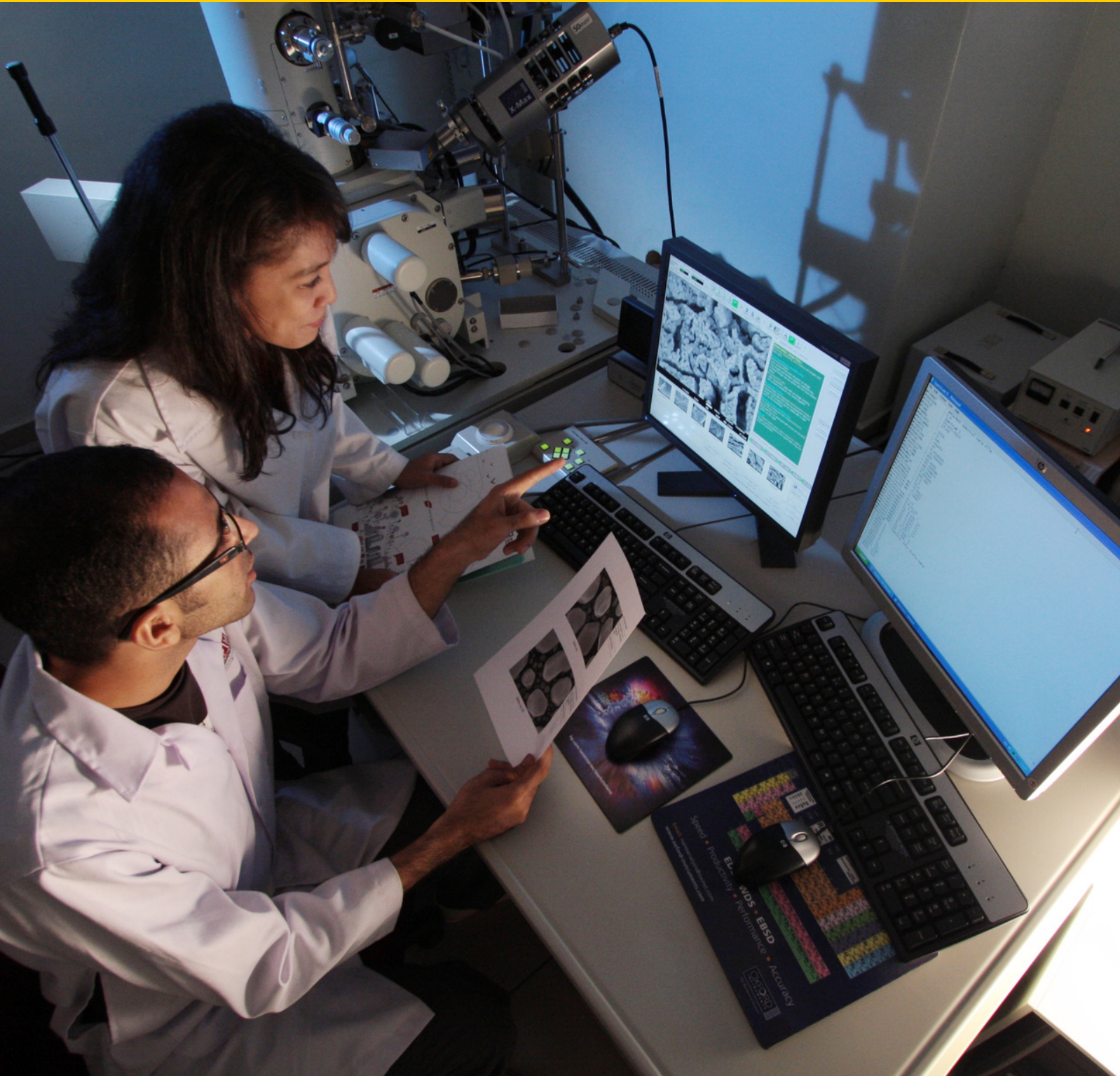
Research Projects

How can you complete the research assignment to the professor's guidelines, but also address your industry or desired professional development?





TRANSFER TO JOB HUNTING MATERIALS



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**RESUME
&
CV**

EXAMPLE...

EDUCATION

Bachelors of Arts in History

May 2023

Arkansas Tech University, Russellville, AR

Minor: Japanese

GPA: 4.0

Class projects: Death & Life in the Pacific, 1880s Japanese Music

- At ATU, I wrote several papers about Japanese history and culture all focused on Japanese music.



RESEARCH EXPERIENCE

Undergraduate Research Experience

May 2020-Present

Department of History, Arkansas Tech University, Russellville, AR

- Research funded by US State Department with \$10,000 award to Dr. McArthur
- Project explored the cultural and historical underpinnings of Japanese music in cultivating social expectations regarding gender roles.
- Assist in collection of primary documents and language translation.



WHAT'S THE DIFFERENCE?

NAME
Contact Info
Address

EDUCATION

Bachelors of Arts/Science in Major title

Year Degree Granted

University Name, City, State
Minor: Minor Title (Minor GPA)
Awards, GPA

License Title, Granter of License, Location

Year License Granted

Content: (Short Explanation)
License Number:

Certification in (Title of Program), Granter of Certificate, Location

Year Certificate Granted

- One sentence description.

LANGUAGES/SKILLS

Language (Level of Proficiency) & Language (Level of Proficiency)

PROFESSIONAL EXPERIENCE

Title of Position

Date Started-Present

Business/Organization Name, City, State

- Description of job duties.
- Major highlight of success on the job.
- Think about something unique you accomplished or learned.

RESEARCH EXPERIENCE

Undergraduate Research Assistant

May 2022 – May 2023

Department of History, Arkansas Tech University, Russellville, AR

- Research project funded by US State Department with \$10,000 grant awarded to Dr. McArthur.
- Projected explored the cultural and historical underpinnings of Japanese music in cultivating society expectations regarding gender roles.
- Assisted in primary document collection and language translation.



COVER LETTERS

EXAMPLE...

Throughout my studies at Arkansas Tech University, I have honed my understanding of best data collection practices during my experiences as a History major. Most recently, I found my course, Primary and Secondary Documents in Research most beneficial. Through the class' research project, I chose to focus on archival organizational practices, which I developed key insights into industry practices by reviewing and critiquing the Library of Congress' archival management system. Thus, from this experience, I can bring to your organization not only the best practices found across the industry, but also new ideas from my research and studies. For example, one possible action I formulated from my research discovered how to improve organization of data by 34%.

SOME MAIN POINTS?

INTERVIEWS

BE PREPARED TO DISCUSS

What tools, technologies, and platforms did you use/learn?

What did you learn from your contribution and role?

How did you identify and overcome challenges?

What improvements did you learn from the process?

What drawbacks did you learn?

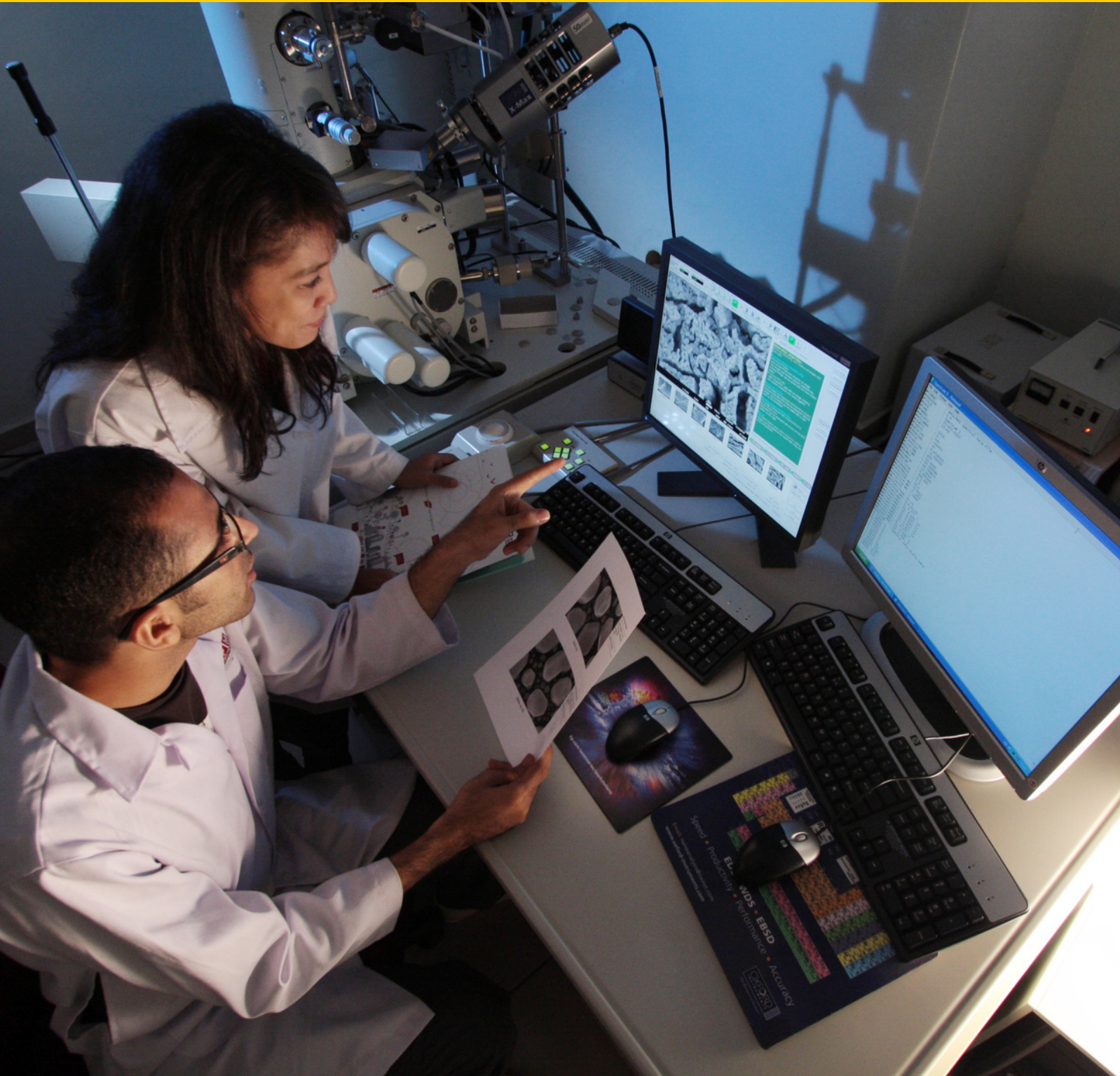
MOST IMPORTANTLY...

Be prepared to discuss:

What is a brief overview of your research?

What impact does your research have?

What skills did you use for your research?



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SHOW RESULTS

IMPLEMENTATION

Non-Academic Publications

Newspapers
Magazines
Conferences
Guest Talks
Podcasts

Academic Publications

Journals
Conferences
Guest Talks

Self Publications

ResearchGate.net
Academia.edu
GitHub.com
Medium.com
LinkedIn.com

HOW TO

Review old assignments

Select type of publication

Reformat to submission guidelines

Submit

BENEFITS

Experience

Publicity

Merit

Expertise Signaling

Thank You!

ATU[™]

Norman Career Services



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