

# HOW TO USE MY CAREER PATH: SUGGESTIONS FOR ADVISORS & COACHES

## In Advising Meetings

### **Suggested language for communications:**

- ✓ Prior to our meeting, please visit [My Career Path](#) and complete/update your Preferences. We will use this tool to discuss your career development and next steps.
- ✓ Thank you for meeting today! I encourage you to visit [My Career Path](#) to continue your progress.

### **During a meeting:**

- ✓ Review “View My Career Communities” to explore search terms for jobs/internships, professional organizations, and resources.
- ✓ Complete “My Preferences” together. This form is a great resource for reflection and discussion topics, such as:
  - Learning about career fields/industries
  - Thinking through one’s support network
  - Considering activities/experiences that contribute to career development
  - Gauging career readiness, including feelings
- ✓ Review suggested activities and ask the student to select three activities they would like to complete this semester.
- ✓ Review progress chart (on “My completed activities”) and ask the student what milestone(s) they want to develop this year.

## In a Presentation

### **Suggested language for communications:**

- ✓ My Career Path recommends career development activities and tracks progress toward career milestones
- ✓ Anyone with a HawkID and password can use it
- ✓ Students will receive personalized suggestions based on their career interests and plans
- ✓ It’s an easy and non-intimidating way to get started on career development now

