W BOTHELL

Business – Management Information Systems Concentration | Bachelor of Arts - Bothell Campus

	First Year (0-45 credits)	2nd & 3rd Years (45-135 credits)	4+ Years (135+credits)	Career Development Checklist
EDUCATION *What do I want to do?*	➢ Explore Management Information Systems Webpage ➢ Meet with professors/Pre-Major Advisors ➢ Explore study abroad opportunities ➢ Consider taking the Career Exploration class BISSKL 250	➢ Complete the School of Business Orientation ➢ Participate in Academic Planning workshop ➢ Explore faculty bio pages and the undergraduate research database to find research opportunities ➢ Explore graduate school options, including program and admission requirements ➢ Explore courses/projects that will sharpen your skills with Excel, Quickbooks, etc. ➢ Participate in Community-Based Learning and Research (CBLR) coursework	➢ Apply to graduate school (if applicable), make an appointment with Career Services to help you with the process	❑ Register on Handshake ❑ Develop Resume ❑ Build LinkedIn & Handshake profiles ❑ Network with alumni/ industry professionals ❑ Research careers and skill requirements for your major ❑ Participate in an internship ❑ Practice mock interviews ❑ Develop list of references and recommenders
HANDS ON LEARNING *What can I do to achieve my goals?*	➢ Participate in campus activities to build community and network with others ➢ Join a club or student government to build skills in leadership, communication, and working with diverse populations ➢ Find volunteer opportunities with your community or local non-profit	➢ Join Delta Sigma Pi ➢ Network with faculty, advisors, peers, & alumni in your major/career focus ➢ Attend career fairs/networking events ➢ Participate in campus operations by joining a committee like SAF, STF, or ISAB	➢ Practice your elevator speech and network with faculty, peers and alumni for post-graduation planning ➢ Join the UW Alumni Association and Husky Landing to stay connected and attend networking events ➢ Utilize LinkedIn Learning to develop and enhance skills ➢ Seek higher leadership role in club, on-campus job, or volunteer activity	**Employment Opportunities:** Network or Database Administration, Systems Development & Analytics, Security, Web Development **Related Careers**: Computer Systems Administration & Operation, IT Management, Network Design, Analytics, Cybersecurit, Data Archiving, Storage and Restoration **Licensing/certification:** Project Management Professional (PMI), MIS Certification
CAREER PREPARATION *How can I help myself get a job?*	➢ Make your first appointment with Career Services to develop your resume and LinkedIn profile ➢ Register for Handshake (UW's free job & internship board) and complete your profile ➢ Use the UW Bothell's LinkedIn Alumni page, WOIS.org, What Can I Do With This Major, and O*NET Online to research careers and skill requirements ➢ Conduct informational interviews with alumni and other industry professionals for career advice, job research, and discuss mentorship opportunities	➢ Intern with an employer/career of interest **(Apply for summer internships Autumn of 3rd year-** Ex(s): MIS, Technical Program Management, IT) ➢ Job shadow to clarify career interests ➢ Update resume with relevant academic coursework/project ➢ Update LinkedIn/e-portfolio and Handshake profile with projects and accomplishments which highlight your skills ➢ Apply to Student Employment opportunities to gain experience and leadership	➢ Visit Career Services to refine your resume/LinkedIn profile, job search strategies, and interview skills ➢ Develop a list of academic references and recommenders ➢ Begin applying for jobs	**Post-Baccalaureate Degree Paths:** Master's of Science in Information Management or Information Systems, Master's of Business in Technology **Companies who have hired on Handshake:** Starbucks, HCL Technologie, Amazon, Infosys, Banner Bank, Puget Sound Energy **Professional Associations:** Washington Technology Industry Association