



*COM 490 – Fall 2008
Growth Opportunities
(aka extra credit)*

The Department of Communication Studies, as a whole, makes minimal use of extra credit. We would prefer that students direct their full attention and efforts to the required assignments in their courses. However, there are events or other circumstances that warrant a few extra points.

I refer to these as growth opportunities because they offer students an opportunity to expand their skills or knowledge. The two opportunities on the following pages offer you the opportunity to continue to improve your business writing skills and/or your interview skills.

At this time I do not foresee offering additional opportunities. If I learn of another opportunity that I feel will help you grow I will consider adding it as an opportunity. If this occurs I will notify you via email.

*COM 490 – Fall 2008
Growth Opportunity
#1*

Career Center – Practice Interview Event

“The Career Center will sponsor a Practice Interview Event for all interested students Tuesday, November 18 through Friday, November 21.

The Interview Challenge will have 48 interview slots available. Students can sign up for a 30 minute practice interview with a career counselor. Students will need to post a cover letter and resume to participate. Posted cover letters and resumes will be reviewed for feedback prior to the practice interview. See below for details on how to register for the Interview Challenge.”

To register for the Interview Challenge:

- *Go to www.uncw.edu/career Click on SeaWork> Student Login in left column.*
- *Your UNCW student ID number is your username.*
- *Your UNCW email address before the “@” is your password. Password is case sensitive.*
- *Click on “On Campus Interviews” and select “Sign up for Interviews you qualify for”.*
- *Select “Interview Challenge” under Job Title.*
- *Select desired Interview date.*
- *You must have resume uploaded to sign up for an interview.*
 - *To upload your cover letter and resume, put cursor over “My Account” and select “My documents”*

The above information was sent in an email was sent to all faculty on campus. You need to move quickly and register for a practice interview slot. Career Center personnel do not have to make room for you.

Students you will need to the evaluation form with you (next page) to earn any extra credit points. The career center personnel will not have this form. Follow the instructions on the evaluation form.

Practice Interview Extra Credit

Max Potential Extra Credit Points Available – 10

Student's Name: _____

Career Center Professional's Name: _____

Date: _____ Time of Interview: _____

Student – Take this form with you to the scheduled interview. Hand to the Career Center Professional before interview begins.

Career Center Professional – Please place a check mark next to the appropriate evaluative dimension and return these to me; do not give the student this form. Thanks for the additional step. You may fax to my attention (910-962-7061).

Tammy Bulger

✓	Points	Evaluative Dimension
	10	<i>Definitely</i> – exceptional presentation of self and core skills, convinced the president/chair/dean you should be called for a face to face interview
	8	<i>Maybe</i> – average presentation of self and core skills, did not completely convince the preside/chair/dean that you are the person for the position; perhaps you will be called for a face to face interview
	5	<i>Not right for this position but</i> - you gave it a shot but lacked confidence/skills to persuade the president/chair/dean you are right for the position, but they are willing to hang on to your resume because you might fit elsewhere
	0	<i>Trash can</i> – unprepared, impromptu presentation that makes the president/chair/dean wonder how you will graduate with a degree in communication studies and why you thought you were the right person for this position



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#2*

**Crisp Composition
Computer Based Training**

Complete the Crisp Composition (COMM001) computer based training and submit certificate and detailed report no later than noon on December 5th. Please write Extra Credit on the certificate. You may earn 10 points extra credit.

Two conditions:

1. Must submit both the certificate and the detailed report. If I only receive one or the other you will receive 0 points.
2. May not take advantage of this opportunity if you failed to submit any of the following:
 - a. Public Speaking – CBT
 - b. Interview CBT
 - c. Data Sheet (with your hard and soft skills and computer based training) – must have received at least 15 points on this assignment.
 - d. The certificates for the two courses listed on the data sheet.