RCPD Career Development Module
Principles of Accounting I & Principles of Finance

Module Overview

Career development modules are embedded into business core classes for year-over-year career development and are intended to prepare students for their future careers. **Each Module section is worth 2.5% for a possible total of 5% toward your final grade in these courses.**

Career Development Module 2
Career Development Module 2
Manual Courses

Career Development Module 3
Career Development Module 3
Manual Courses

Module Timeline & Tracking

Week of September 14th, 2021	RCPD Module Launch Video
March 12th, 2021	Early Bird Due Date- Win a prize!
Week of March 15th, 2021	Mid-semester Reminder Video
April 9th, 2021	**FINAL DUE DATE!**

How to Submit Proof of Completion:

1. Log on to Canvas: https://rowan.instructure.com/
2. Navigate to your "Career Development Module 2 or 3" course.
3. Click on 'Assignments' and upload proof for a networking event and a professional development activity.
4. The RCPD will review submissions and assign points or provide feedback for revision.
5. Professors will be sent a report with your name and final amount of points to be awarded by finals week.

Acceptable Forms of Proof - The two sections of the module (Networking and Professional Development) require specific proof to be approved for credit. Please upload photos or screenshots of the following as it pertains to your chosen activities:

-Screenshot of your co-curricular transcript or event history from Proflink
-Email Follow-Up confirming event or activity participation
-Email Dialogue (follow-up from an interview or event)
-Photo of obtained certificates with the date on the document

PLEASE NOTE:

- If you have questions regarding whether certain activities apply to receive module credit, please reach out to our office and we will be happy to assist. **We are flexible with activity credit as long as it fulfills the intended requirement of the section.**
- To stay up to date on all things happening in Rowan College of Business, please **JOIN our ProfLink page at rowan.edu/proflink (Organization: Rohrer College of Business)**

Complete ONE Activity in Each Category

Networking Event

- Participate in one of Rowan's networking events:
  - Mocktails with the Alumni Council
  - All Majors Career Fair
  - Conversations with a CEO
  - Speed Networking with Rowan's Young Professionals
  - Virtual Mock Interview Weeks with industry professionals
- Identify and conduct an informational interview with a professional in your desired field
- Identify a professional association and attend a meeting
- Participate in the RCPD's Weekly Employer Career Convos
- Participate in the RCPD's Weekly Employer 'Learn Over Lunch' Series
- Attend an off-campus networking event (i.e Campus Philly, Professional association, employer-sponsored, etc.)

Professional Development

- Attend one of the RCPD's 30-minute workshops
  - Virtual Career Event Prep
  - Interviewing in a Virtual World
  - Job & Internship Search
  - LinkedIn: Increase Your Network
  - Virtual Tools for Success
- Attend an Excel workshop or alternate professional development workshop
- Obtain a professional certification related to your major:
  - Bloomberg
  - Google Analytics
  - LinkedIn Learning Course
- Schedule a mock interview with the RCPD, OCA or participate in a mock interview event with an employer
- Participate in a live job/internship interview
- Schedule a career coaching appointment with the RCPD or OCA via Starfish

How to Find Eligible Events

1. Log into ProfLink using your Rowan account at https://rowan.campuslabs.com/engage/
2. Click on 'Events' on the top navigation bar
3. On the left-hand side, there will be a 'Search Events Filter'. Navigate to 'Categories'
4. Scroll down and choose any of these options from the list:
   a. RCB Professional Development Fall 2021
   b. RCB Networking Event Fall 2021
5. All of the events that show up under those filters will count toward their respective categories

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Chat with us! **at go.rowan.edu/rcpd**
@ RowanRCB