

# Scheller MBA Career Development Workshop (CDW) Syllabus

Fall Semester 2026 • MGT 8813 Special Topics

April 2026 Draft

## Learning Objectives

- Focus on self-discovery & career exploration
- Develop and apply an effective career strategy and action plan
- Create an impactful MBA resume and LinkedIn profile
- Practice successful interviewing techniques
- Understand the importance of networking and related best practices
- Leverage resources & research for a successful job search
- Understand MBA recruiting and related best practices

## Location, Time and Dates

Career Week/Orientation	Mon, Aug 17	9:00AM – 3:00PM	Room 300
Career Week/Orientation	Tues, Aug 18	9:00AM – 3:00PM	Room 300
Career Week/Orientation	Wed, Aug 19	9:00AM – 5:00PM	Room 300
Career Week/Orientation	Thurs, Aug 20	9:00AM – 5:00PM	Room 300
Career Week/Orientation	Fri, Aug 21	9:00AM – 3:00PM	Room 300
CDW	Fri, Aug 28	12:30PM – 3:15PM	Room 300
Labor Day Weekend	Fri, Sept 4	NO CLASS	
CDW	Fri, Sept 11	Crack the Case - Case Interviewing Workshop (morning and afternoon)	TBA
Charge Activity	Fri, Sept 18	Managing Up Part 1	TBA
NBMBA Career Expo	Fri, Sept 25	NO CLASS	
JCC Program (Optional)	Sat, Sept 26	Lewis Lin- Technology Interviewing Workshop	
Leading into Fall Break	Fri, Oct 2	NO CLASS	
Charge Activity	Fri, Oct 9	Ropes Course	
Charge Activity	Fri, Oct 16	Managing Up Part 2	
CDW	Fri, Oct 23	12:30PM-3:15PM	Room 300
CDW (optional)	Fri, Oct 30	Crack the Case 2 (morning)	TBA
Tech Forward Conference (TBD) / CDW	Fri, Nov 6	12:30PM-3:15PM (CDW IF no conference)	Room 300
CDW (Last Meeting)	Fri, Nov 13	11:30AM-2:00PM	Room 300

***\*All Orientation/CDW activities are required unless indicated optional\****

## Audience

All Full-Time First Year MBA students (Class of 2028)

## Summer Homework Assignments

The following summer assignments were given via Canvas:

1. Watch Navigating MBA Job Search & MBA Career Path Videos
2. CareerLeader Assessment & Worksheet
3. Career Interest Worksheet
4. Personal Positioning Statement
5. MBA Resume & VMock upload
6. Cover Letter
7. Professional LinkedIn Profile
8. Interview Stories/IMPACT Worksheet
9. "The 2 Hour Job Search" by Steve Dalton Reading & Quiz
10. Case Interview Resources Review

### **Attendance Policy**

- The Career Development Workshop Series is required for all full-time MBA students who plan to utilize Career Services and participate in our formal MBA Recruiting Program.
- Attendance at all sessions (unless marked “optional”) and completion of assignments by corresponding due dates is mandatory for successful completion.
- Workshop attendance will be taken during each session

### **Topics for Orientation and CDW/Relevant Assignments Needed**

Summer assignments are listed on this syllabus. Limited additional assignments for Fall Semester meetings will be added to our MBA Career Services Class of 2028 Canvas site.

#### **MONDAY, AUGUST 17: CAREERLEADER/KNOW YOURSELF/PROFESSIONAL MESSAGING**

- Have both your CareerLeader Assessment and CareerLeader Worksheet Complete. Please bring a printed copy of your CareerLeader Worksheet as these will be used in group discussions.
- Review/be familiar with your PPS.

#### **TUESDAY, AUGUST 18: RESUME AND LINKEDIN/EMPLOYER ENGAGEMENT/NETWORKING**

- Have Resume/LinkedIn profile ready for peer review.

#### **WEDNESDAY, AUGUST 19: INTERVIEWING ACTIVITY/RESUME APPROVALS**

- Have Behavioral Interview Questions responses completed and ready for discussion.
- Have resume ready for review/approval/upload into Business Jackets.

#### **THURSDAY, AUGUST 20: ENTREPRENEURSHIP DISCUSSION & ACTIVITY/RESUME APPROVALS**

- Have resume ready for review/approval/upload into Business Jackets.

#### **FRIDAY, AUGUST 21: PPS PRACTICE/ALUMNI ROUNDTABLES & PANEL**

- Review PPS/FIT Intro and have that ready for activity.
- Review alumni profiles (will be provided).

#### **FRIDAY, AUGUST 28: EMPLOYER PANEL/COFFEE CHAT AND CAREER FAIR PREP**

#### **FRIDAY, SEPT 11: CRACK THE CASE (AM & PM Sessions)**

- Crack the Case will be offered 2x on 9/5, students will attend one of the sessions.

#### **FRIDAY, OCT 23: MULTI-PRONGED APPROACH TO JOB SEARCH**

#### **FRIDAY, OCT 30: CRACK THE CASE 2 (AM Session) – Optional**

#### **FRIDAY, NOV 6<sup>th</sup>: ADDITIONAL INTERVIEW PREP**

#### **FRIDAY, NOV 13: LINKEDIN GUYS PRESENTATION + WINTER SENDOFF (Last Day of CDW)**

MBA CAREER FAIRS	
<a href="#">NBMBA Career Fair</a>	Sept 23-25 (Los Angeles)
<a href="#">Reaching Out MBA Career Fair</a>	Oct 1-3 (Dallas)
<a href="#">MBA Veterans Career Conference</a>	Oct 8-9 (Atlanta)
<a href="#">Prospanica Conference &amp; Career Expo</a>	Oct 6-9 (Orlando)

ADDITIONAL CAREER EVENTS*	
<a href="#">Georgia Tech Main Career Fair</a>	Sept 2026

\*For a complete list of GT Career Fairs, visit [www.career.gatech.edu](http://www.career.gatech.edu)

### **Questions**

For questions, please feel free to contact your career coach or ask us anything during orientation!