

Scheller MBA Career Development Workshop (CDW) Syllabus

Fall Semester 2026 - MGT 8813 Special Topics

Full-Time MBA Program - August 2026

Goal: Career Services Programming, Resources, and Advisement will ensure students develop the knowledge, skills, and behaviors to define career goals and effectively navigate the job search process.

Learning Objectives

- Evaluate interests, values, strengths, experiences, and motivations to identify career pathways aligned with professional goals.
- Define and prioritize career goals and translate them into an actionable, adaptable internship/job-search strategy.
- Develop and communicate a compelling professional narrative and brand across resumes, LinkedIn, networking, cover letters, and interviews.
- Build and cultivate professional relationships through effective networking and employer/alumni engagement practices.
- Navigate and strategically leverage the Scheller/Jones Career Center ecosystem, resources, tools, alumni, and employer networks to advance career goals.
- Apply durable professional skills, including communication, collaboration, critical thinking, problem solving, adaptability, and professional judgment in recruiting and workplace contexts.
- Analyze and navigate MBA recruiting expectations, timelines, processes, and best practices to make informed career decisions.
- Evaluate and adapt career strategies by incorporating feedback, assessing progress, and adjusting goals and job-search behaviors over time.

FALL PROGRAMMING: CDW SESSIONS ARE REQUIRED

PROGRAM/EVENT	DATE	TOPIC	TIME
MBA Program and Career Development Orientation	Mon, Aug 10 – Friday, August 24th	Career Discovery, Story Telling, Job Search Strategy and Resources	Various
CDW	Fri, Aug 28	MBA Employer Engagement/Alumni Panel	12:30PM – 3:15PM
Labor Day Weekend	Fri, Sept 4	NO CLASS	
CHARGE	Fri, Sept 11	Purpose Centered Leadership	9:00AM- 2:00PM
CDW	Fri, Sept 18	Functional Exploration	12:30PM – 3:15PM
Industry Roundtable (AM)	Fri, Sept 25	NO CLASS/OPTIONAL Career Services Study Hall	12:30PM – 3:15PM
JCC Program (Optional)	Sat, Sept 26	Lewis Lin- Technology Interviewing Workshop (Virtual)	9:30AM – 12:30PM
Leading into Fall Break	Fri, Oct 2	NO CLASS	
CHARGE	Fri, Oct 9	Ropes Course	AM & PM session
CDW	Fri, Oct 16	Crack the Case 2	12:30PM – 4:00PM
CDW	Fri, Oct 23	Interviewing Deep Dive	12:30PM – 3:15PM
CHARGE	Fri, Oct 30	ThingShift Workshop Part 1	12:00PM – 3:00PM
Tech Forward Conference (TBD)	Fri, Nov 6	NO CLASS	
CDW	Fri, Nov 13	Maximizing Your Break	12:30PM – 3:15PM
CHARGE	Fri, Nov 20	ThingShift Workshop Part 2	12:00PM – 3:00PM

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. CareerLeader Assessment & Worksheet
2. Professional Introduction/nSpire AI Practice
3. MBA One Page Resume
4. Professional LinkedIn Profile
5. Behavioral Interview Stories

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

Career Topics for Orientation and CDW Requiring Homework Assignments

Summer assignments are listed on this syllabus and apply to the below Orientation sessions.

WEDNESDAY, AUGUST 12: CAREERLEADER

- Have both your CareerLeader Assessment and CareerLeader Worksheet Complete. Please bring an electronic or printed copy of your CareerLeader Worksheet as these will be used in group discussions.

THURSDAY, AUGUST 13: STORYTELLING: PROFESSIONAL INTRODUCTION/RESUME AND LINKEDIN/BEHAVIORAL QUESTIONS

- Come ready to practice your Professional Introduction
- Have your Resume/LinkedIn profile ready for peer review (Bring 4 printed copies of your resume or be ready to share electronically)
- Bring a copy of your Behavioral Interview Questions (Electronic or Printed)

FRIDAY, AUGUST 14: RESOURCES

- Bring your computer to access Career Center tools during the session

Limited additional assignments for Fall Semester meetings will be added to our Class of 2028 Canvas site as needed.