

## INFORMATION SYSTEMS

Academic Activities: **Green**

Involvement Opportunities: **Red**

Career Development Activities: **Blue**

Courses: **black**

### FIRST SEMESTER

- Attend Mandatory Orientation 2.0 to develop a long term plan using Degree Planner.
- Review the Advisement Handbook for important information.
- Take 15 units each semester or 30 units per year to graduate on time.

- Register with Golden Eagle CareerLink, the Career Center's online database for jobs and internships.
- Review CBE Job and Internships Emails.
- Meet with the CBE Career Development Coordinator.

- Attend Welcome Week activities and other Student Services Center events.
- Check the CBE website for information on events, workshops, and academic requirements.
- Meet faculty, counselors, administrators and campus leaders.
- Become familiar with campus resources & use them during your college career.
- Check your Cal State LA email for college specific updates and information.
- Attend CBE Student Services Center events & other campus events.

- GE A1: COMM 1100
- GE B4: MATH 1090 & 1091\* or MATH 1092
- GE E: BUS 1010 or GE
- ENGL 1005A (if needed\*) or GE
- CIS 1200: Business Computer Systems or GE

### SECOND SEMESTER

- Follow-up with your Academic Advisor to discuss your academic progress and areas where you may need additional support.
- Take 15 units each semester or 30 units per year to graduate on time.

- Review weekly Career Information from CBE and explore different options.
- Network with employers at Internship and Part-time Job Fair.
- Set up a profile on Indeed and LinkedIn. Check out alumni and different individuals in your major to begin building your network.
- Use the Career Center Candid Careers website and other career resources to explore career opportunities.

- Select and grow within a student organization.
- Get involved in a volunteer organization or campus job.
- Apply for L.E.A.P. through the Cal State LA Center for Student Involvement.
- Attend a Study Abroad Workshop to learn about summer and semester long study abroad opportunities and financing.
- Attend CBE Student Services Center & other campus events.

- GE A2: ENGL 1010 or ENGL 1005B\*
- ACCT 2100 - Financial Accounting
- GE
- GE E: BUS 1010 or GE
- GE or CIS 1200: Business Computer Systems

### THIRD SEMESTER

- Assess your GPA after and discuss your progress with your Academic Advisor.

- Take the Focus 2 career assessment to learn about your personality, skills and interests.
- Review your Focus 2 results with a career counselor to identify your areas of interest and skill set. Use this insight to confirm or select a major and/or business option.
- Attend a Résumé Basics workshops offered by the Career Center.
- Research part-time jobs, summer jobs or volunteer experiences to begin building a resume.
- Research jobs that are in high demand and that match your skills and interests using O\*NET.
- Attend CBE Student Services Center & other events such as resume review, mock interviews, and employer information sessions.

- Attend Wellness Workshops by the Student Health Center.
- Identify and utilize university resources that are helpful for you including Library, UTC, UWC, Career Center, Health Center, etc.

- GE A3: Critical Thinking & Composition
- GE D: ECON 2010 - Microeconomics
- CIS 3010: Management Information Systems
- CIS 2830: Intro to Application Programming with Java
- GE

