

**155: 298**

**Professional Skills Development Course**

**Spring 2016**

Web page: Sakai webpage

Lectures: Thur, 12:15-1:10pm, PH-115

Course Description: The course will cover a number of subjects regarding the professional skills that students need to find a job and be successful as professionals

Course Objectives:

Equip the student with necessary fundamental skills for entering the market place.

**Attendance is mandatory. One absence can be excused.**

Course Context:

<b>Week</b>	<b>Date</b>	<b>Topic</b>	<b>Professor</b>
1	Jan. 21	Resume Writing	Marianthi Ierapetritou
2	Jan. 28	Technical Presentation/Report Writing	George Tsilomelekis/ Haoran Zhang
3	Feb. 4	Global Competence	Ioannis Androulakis
4	Feb. 11	Interview Skills	Fuat Celik
5	Feb. 18	Project Management	Nina Shapley
6	Feb. 25	Guest Lecture (Career Services)	Henrik Pedersen
7	Mar. 3	Professional Ethics	Meenakshi Dutt
8	Mar. 10	Graduate School preparation	Charles Roth
<b>9</b>	<b>Mar. 17</b>	<b>Happy Spring Break</b>	
10	Mar. 24	Professional presentation skills	Shishir Chundawat
11	Mar. 31	Public Speaking	Rohit Ramachandran
12	Apr. 7	Networking	Henrik Pedersen
13	Apr. 14	Entrepreneurship	Susan Engelhardt
14	Apr. 21	Panel about chemical engineering Career options	Ben Glasser
15	Apr. 28	Leadership and Teamwork	Helen Buettner