



CareerSmart FAQs



**UTS
College**

UNIVERSITY
OF TECHNOLOGY
SYDNEY

UTS College Limited ABN 39 001 425 065 | CRICOS Provider Code: 00859D / TEQSA
Provider Identification No: PRV12022, Provider Category: Institute of Higher Education
University of Technology Sydney CRICOS Provider Code: 00099F / TEQSA Provider
Identification No: PRV12060, Provider Category: Australian University
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What is the CareerSmart program?

CareerSmart is a student-centric professional and career development program that will help you develop career-ready skills like writing a resume and cover letter, answering selection criteria, and practicing interview skills. It will help you to focus on the kind of career you want to achieve and the best pathway to get you there, including the right qualifications.

Why is UTS College providing a career education program?

If you've ever wondered:

- Will I get a good job straight out of uni?
- How do I write a strong CV and ace that interview?
- What skills does an employer look for?
- Is this the right career path for me?

...you're not alone. Graduate employability is one of the top priorities for our students as they consider life after study. We want to support and help you build the skills you need to improve your career outcomes and put you on the right path.

What skills will I learn?

You'll acquire early career development skills and improve your graduate outcomes. This includes career-ready skills like networking, collaboration and communication, to CV writing, how to answer tricky questions, interview techniques, volunteering, leadership opportunities and more. It will also get you thinking about the jobs you're likely to be qualified for with your chosen path and to ensure you've made the right program choice.

How long does the program run for?

The program runs from Week 1 to Week 6 in each trimester. You may attend only one six-week program, or you can participate in the workshops again in the following trimester if you would like a refresher or to practise any of the skills you have learned.

What's involved?

You'll attend:

- Five group meetings/workshops for one hour each week covering a new skill each week, such as writing a great CV or how to prepare for an interview.
- A one-on-one career chat with a Student Success Adviser.

You'll also:

- Complete pre-workshop preparation activities
- Access online Canvas Course resources and workbooks on relevant topics
- Have your say on the program, through our in-person group workshops, and written feedback / evaluation surveys.



What can I expect from the first workshop?

The first workshop is an introduction to the program where a Student Success Adviser will take you through the six-week schedule and program structure. You will also do a questionnaire to assess your strengths and weaknesses and the areas you would like to focus on. You will be asked about your expectations for the program, and you'll have a chance to get to know your classmates who you may not have met before.

How much time do I need to commit to this program?

On average, you'll need to commit to 1.5 - 2 hours per week, including pre-workshop preparation and attending workshops.

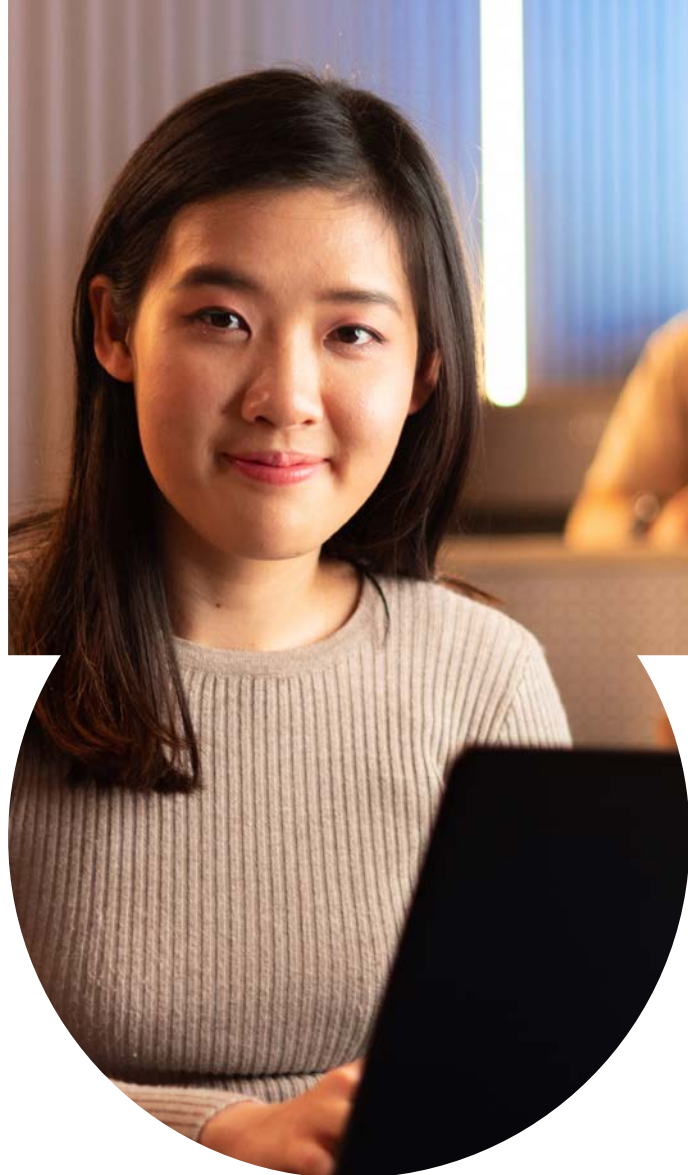
By joining, it's important you agree to participate for the full six weeks to get the most out of the program.

When is the program available?

The program is available to all UTS College students, in any program, from Week 1, of the current trimester.

Do I get a certificate at the end of the program?

At the end of the six weeks, you'll receive a certificate of participation and the opportunity to add this course to your CV or LinkedIn profile.



Does this program give me extra credit or marks towards my course?

CareerSmart is a value-add program available to all students of UTS College. However, it does not confer credit to your course.

I am a new student, can I start the program in my first trimester?

Yes, we encourage new students to take up the program from Week 1 of your first trimester. This will help you to focus on your career path and goals and make better decisions about your study plan. Remember, if you wish to change your diploma program, you can only apply to change your study plan at the end of Trimester 1.

Can I access the career resources in Canvas without attending the workshops?

Yes, all students have automatic access to the range of career resources available in Canvas Courses. However, to make best use of these resources and learn valuable new skills, we recommend all students also register to attend the CareerSmart workshops to learn practical career-ready skills. You'll also have a chance to meet new students from other course areas and book in for a chat about your career options and study pathway with a Student Success Adviser.