

TIME	TRAINING LECTURE	KEY POINTS	FACULTY / SPEAKER
5:30 – 6:00 PM	<i>Registration and Dinner</i>		
6:00 – 6:15 PM	Welcome to LI		
6:15 – 7:00 PM	Resumes and Cover Letters that Open Doors	<ul style="list-style-type: none"> • How to structure a resume to get recruiters attention • What you should include in your resume and cover letter 	
7:00 – 8:00 PM	Networking Your Way to the Top	<ul style="list-style-type: none"> • Developing your networking strategy • Working a room and networking etiquette • Learning the do's and don'ts of networking 	
8:00 – 8:15 PM	<i>Break</i>		
8:15 – 9:00 PM	Interviews: Showing the Best of Yourself	<ul style="list-style-type: none"> • Before the interview: Research, preparation, and materials • During: Questions to expect, and making a strong impression • After: Following up and securing that job 	
9:00 – 9:30 PM	Build your Brand	<ul style="list-style-type: none"> • What is a brand, and how do you create one for yourself? • Understanding the way people see you • Manage your reputation in the movement 	
9:30 PM	Adjournment		