



Hello All,

I'm thrilled to be working with all of you this summer. In addition to teaching this course, I serve as the Assistant Director for the Internship Program in Marist's Center for Career Services, where I support students in navigating their job and internship searches.

**About the Course:**

This eight-week, fully online course is delivered through Brightspace. You'll have the flexibility to review lessons and complete assignments on your own schedule. There is no textbook required—everything you need, including instructional content and assignments, is available directly in Brightspace. All assignments must be submitted through the platform by the assigned due dates. I will keep in touch through Brightspace Announcements and weekly emails, so please be sure to regularly check both your Marist email and Brightspace messages.

Be sure to review the course syllabus posted on Brightspace, as it outlines all course expectations and materials. By the end of this course, you will be confident, well-prepared job and internship candidates with a polished, professional career portfolio.

We'll kick off Week 1 (beginning Monday, June 2) with elevator pitches—a great way to start building your professional brand. I look forward to a productive and engaging summer with you all. Please don't hesitate to reach out with any questions or concerns.

Course dates: June 2<sup>nd</sup>-July 25<sup>th</sup>

Best,  
Prof. Stephanie Paquin  
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