Preparing for each WBL activity is important to getting the most out of the experience. Take some time to answer the appropriate questions as you prepare to participate in a WBL activity. Note that not all questions will be answered for every activity.

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| **WBL Activity and Suggested Sections** | |
| Guest Speaker, Worksite Tour, Job Shadow, Internship | Sections 1 – 3 |
| Mock Interview | Sections 2 – 3 |
| Career Fair | Section 3 |

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| **SECTION 1: Presenter/Host/Supervisor Information** | |
| You may use LinkedIn or their resume (if available) | |
| Professional’s Name |  |
| Company/Organization |  |
| Title, Current Position |  |
| What college(s) did they attend? |  |
| What degree(s)/ certifications do they have? |  |
| What work experience is related to their current position? |  |

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| **SECTION 2: Organization/Company Information** | |
| Company Name |  |
| Website Address |  |
| Local Address  City, State, Zip |  |
| Mission Statement |  |
| Primary Industry |  |
| What companies appear as direct competition for the company? |  |
| What do you think you will enjoy most about visiting the organization? |  |
| What is your biggest question about the organization that you hope this experience will answer? |  |

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| **SECTION 3: Prepare for Engagement** | |
| List up to three careers you are interested to learn more about. |  |
| Which companies presenting at the career fair relate to at least one of the careers? |  |
| What are 3 – 5 questions you would ask the presenter /host/interviewer/supervisor? |  |
| List two experiences where you overcame a challenge or weakness? |  |
| List two skills, experiences, or personal qualities that you can bring to the position. |  |