



CAREER DEVELOPMENT CABINET

and



General Information for Departments Attending the Fair

The Student Government Career Development Cabinet and Career Resource Center are co-sponsoring the 1st Annual UF Majors Fair. The intent of the fair is to provide a convenient, centralized opportunity for students to investigate various curricular and career options in one location. In so doing, we hope to connect students who are considering different majors, undecided, undeclared or in the wrong major with information and expertise regarding the academic experience at The University of Florida.

Research shows that individuals with identified majors, especially those related to their career path goals, have higher retention and graduation rates. This fair is an effort to positively affect UF's recruitment and retention rate. Our hope is to have faculty/staff representatives from every academic department as well as staff from student support offices at the fair.

Each participating department will have an assigned table and will be staffed with a faculty/staff representative who will be able to answer questions about the various majors and minors and UF. The atmosphere will be informal and students are encouraged to come and go during the designated fair hours.

Basic Information for Departments

- A table and chairs will be provided
- Use the [Departmental Information Table Staffing Form](#) to ensure that your department has coverage throughout the day.
- Consider having copies of a Four-year Plan of Study for the majors in your department.
- Please bring information/brochures that represent the majors/minors available in your department.
- Please provide any examples of jobs/careers where your alumni are currently working.
- Please be prepared to discuss internship opportunities.
- Make sure that your information is appropriate for freshman and sophomores who are considering their future.
- Have a UF catalog handy for reference
- Consider having "role model students" available at your table (those who are excelling in your program and are sure of their career goals). Student-to-student interaction can be invaluable!
- Bring both educational and fun things with you.

The University of Florida

Majors Fair

Tuesday, October 14, 2008

Reitz Union Colonnade

Departmental Information Table Staffing Form

Please make every effort to have someone stationed at your table throughout the day that is knowledgeable about the academic major(s) / options offered by your department.

College: _____

Department: _____

Contact Person: _____

Phone: _____ Email: _____

Affiliated Student Organization: _____

Student Representative Contact: _____

Name of person(s) staffing your information table:

11:00 – 12:00: _____

12:00 – 1:00: _____

1:00 – 2:00: _____

2:00 – 3:00: _____

Once your staffing rotation is finalized, please FAX a copy of this Staffing Form to SG Career Development Cabinet, Attn: Marcus Dixon at: 392-8072 by September 29, 2008.

Questions Students May Ask at the Majors Fair

Effective decision making is predicated by having good information upon which to base your decision making process. At the Majors Fair, representatives from UF departments will be available to answer questions regarding majors and career opportunities. The following are potential questions that students may ask and that your representatives should be able to answer:

- *What are the required courses for this major/minor? What are the classes like? What are the class sizes?*
- *What are the faculty to student ratios?*
- *Do you require a minimum GPA to get into this major?*
- *Are some classes in your department open to non-majors so that I can explore this area of studies?*
- *How are advisors assigned in this department?*
- *Are there departmental/professional affiliations I should join once I choose a program?*
- *Does this program require/allow internships for credit?*
- *Would you suggest volunteer experience as a means to gain more experience and skills in this field?*
- *What are the career prospects of graduates of your program?*
- *What jobs have UF graduates obtained with this degree/major?*
- *In addition to academic coursework, how can I prepare myself for occupations utilizing this degree/major?*
- *Will a bachelor's degree in this major prepare me for a job in this field, or will I more than likely need to pursue graduate work?*
- *What are some advantages of having a dual major or a minor? Would you suggest pursuing a minor?*