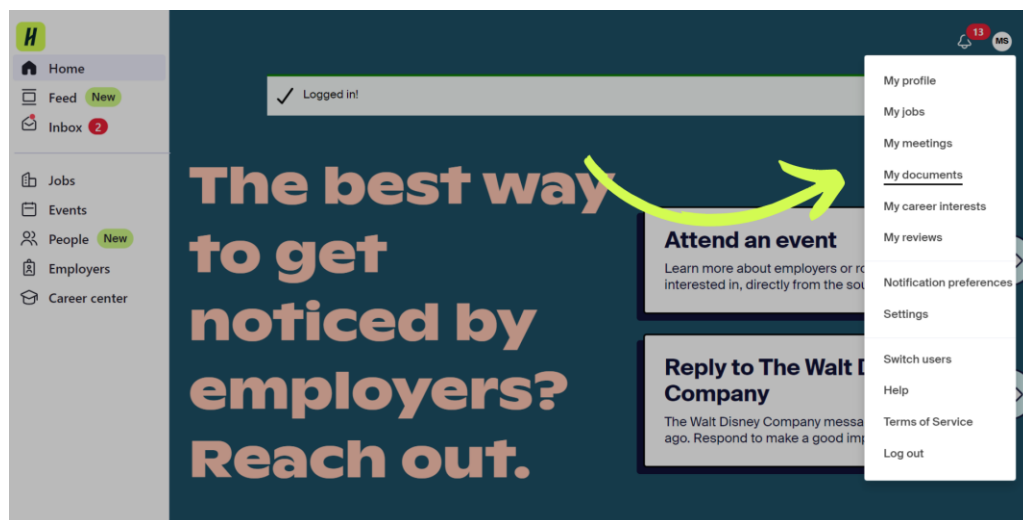


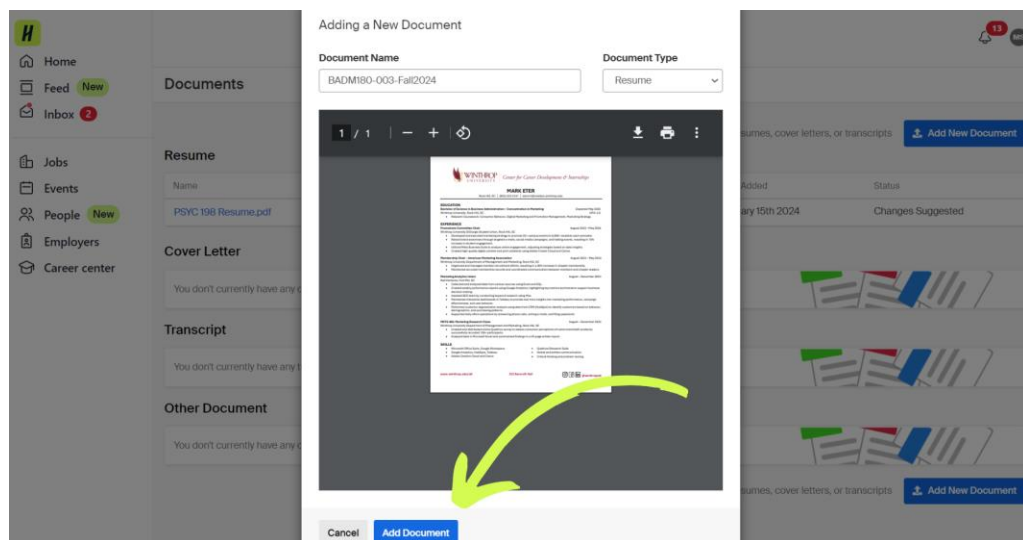
Handshake Resume Assignment Instructions

Step 1. Log in to Handshake: www.winthrop.edu/cdi/handshake.aspx

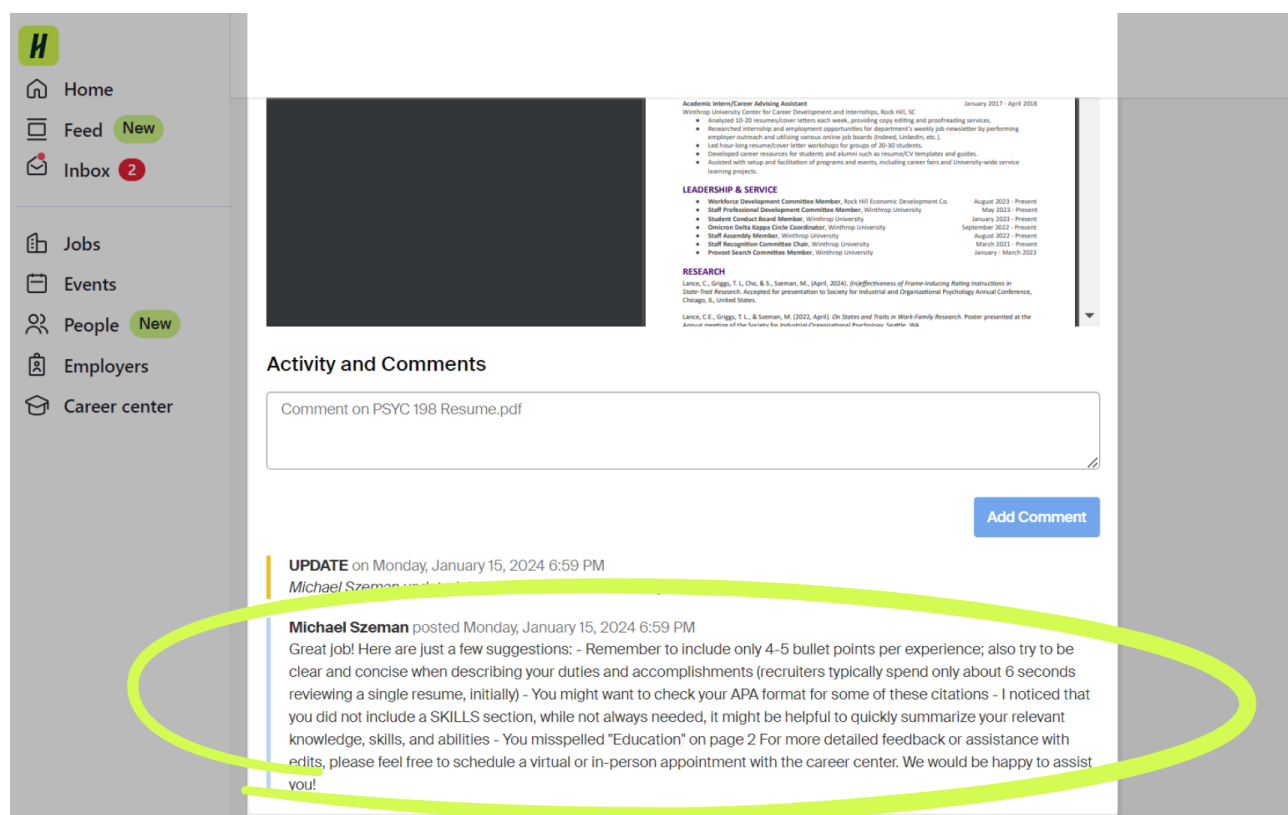
Step 2. Click on your account icon in the upper-right corner of Handshake, then click My Documents from the dropdown.



Step 3. Upload your document as a PDF, DOC, or DOCX file type. For Document Name, use the standard naming convention: course number-section-semester. Example: BADM180-003-Fall2024. For Document Type, select Resume.



Step 4. Once uploaded, your document will be placed in a queue for review by the Center for Career Development and Internships. The CDI staff will provide written feedback on your resume within one week. To review the feedback, go to the My Documents area in Handshake and select the document that you uploaded. Feedback will be listed under Activity and Comments.



Activity and Comments

Comment on PSYC 198 Resume.pdf

UPDATE on Monday, January 15, 2024 6:59 PM
Michael Szeman updated this comment

Michael Szeman posted Monday, January 15, 2024 6:59 PM

Great job! Here are just a few suggestions: - Remember to include only 4-5 bullet points per experience; also try to be clear and concise when describing your duties and accomplishments (recruiters typically spend only about 6 seconds reviewing a single resume, initially) - You might want to check your APA format for some of these citations - I noticed that you did not include a SKILLS section, while not always needed, it might be helpful to quickly summarize your relevant knowledge, skills, and abilities - You misspelled "Education" on page 2 For more detailed feedback or assistance with edits, please feel free to schedule a virtual or in-person appointment with the career center. We would be happy to assist you!

Add Comment

For more detailed feedback or assistance with edits, schedule a virtual or in-person 1:1 appointment with the CDI in Handshake (Handshake > Career Center > Appointments).