Getting a job or internship requires more than a resume and a cover letter. Your professional attitude, attire, secondary certifications or qualifications, and an overall confidence in self play an important role to prove your potential. There are a lot of resources online, as well as available locally in each country to enhance your professional development. Below are links to some of our compiled information:

**Professional Resources**

Resume Writing
- Resume Writing
- One Page Resume
- Cover Letter Writing
- How to Write A Cover Letter (Pictures)

Job Fair / Career Fair Preparation
- Job Fair Preparation

Introductory Pitch Preparation
- BusinessWeek Perfect Elevator Pitch

Professional Attire
- Professional Appearance
- Human Resources
- Professional Dress Code Tips
- Dressing for Interviews & the Workplace

Professional Networking & Organizations
- Online Professional Networking for Beginners

Understanding Diversity
- About.com Cultural Diversity
- Diversity Matters
- Encouraging Diversity in the Workplace

Dinner Table Etiquette
- Table Manners
- Etiquette Guide

How to Provide Job References
- References on Applications
- Quint Careers
- What to do About Bad References

Successful Interviewing
- Interview Stream Practice Software
- Interview Q&A
- Career Monster Interviewing Articles
- Career Builder Quality Interviews
- Top 100 Interview Questions

Verbal Communication
- Nonverbal Communication Tips
- Verbal & Written Skills for Tech Professionals
- Toolbox Effective Verbal Communication
- MBTI & Improved Communication

Email Communication
- About .com Professional Email Writing
- Mind Tools Effective Emails
- WikiHow Formal Email Writing
- Effective Email Communication

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