

# PART 2

## CAREER ENRICHMENT (priority to students who also enroll in Part 1)

The 4 modules in part 2 are designed to nurture the essential soft skills needed at work, including communication, teamwork, leadership, networking and creative thinking skills. You will also have the chance to learn and gain insight from career insiders for your own career planning and building. These will help you better prepare for your career and make a more informed career decision.

*Learning hours: 10.5 hours in 4 modules*

# 1

### ***Creativity & Innovation at Work (3 hours) – interactive workshop***

The business environment is constantly changing nowadays, and employers are looking for candidates who are able to think differently about problems, challenges and solutions and to break free from traditional ways of doing things. Through activities and discussion, this module provides a chance for you to think creatively and work out innovative solutions for challenges. The importance of applying such mindset to work and how you can do so will be highlighted.



# 2

### ***Networking Skills (1.5 hours) – interactive workshop***

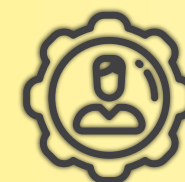
You will learn networking skills, as well as how to be more at ease in the networking arena to facilitate your building of a network that is beneficial to your career development.



# 3

### ***Meet the Insiders (3 hours) – interactive workshop***

This module provides you the opportunity to meet people who are passionate and performing well in their professions, such as business executives, professionals, entrepreneurs and alumni. At this event, you learn directly from these insiders of their respective fields about their work, how they got to where they are, the keys to their success, and much more. It is a great way for you to gain insight into your own career and how to build and develop it.



# 4

### ***Communication, Teamwork & Leadership (3 hours) – interactive workshop***

In this module, you will be learning through interactive exercises in teams. You will have the opportunity to experience the various communication styles and behaviours when working in teams, as well as how your communication style influences team members' interactions. You will also understand the basics of leadership and motivation, be aware of your own leadership styles, and learn the qualities of effective leaders. You will be guided on how to improve yourself in these three areas in both university and the workplace.



**It's never too early to  
plan for your career!**

#### *Important Notes:*

1. Enrolled students please check your email regularly. You may be asked to confirm your available dates/times.
2. For workshops with quota, enrolment is *first-come, first-served*. Priority will be given to Year 3 and 4 students for Part 1. If the quota has been filled, you will be placed on a waiting list and will be contacted via email if any enrolled students withdraw.
3. Students who enrolled in the MBTI: Personality and Career workshop will be asked to complete an online MBTI questionnaire at least 1 week before the workshop.
4. For the CV Clinic & Mock Interview module, each student is required to submit an assignment at least 1 week before the workshop. This assignment includes a job advertisement of your choice, and a CV and cover letter written for the job chosen. Written assessments on students' assignment as well as performance during the mock interview will be given to you individually.
5. A reminder email including the exact venue of the workshop will be sent to enrolled students before each workshop.