JUMPSTART
YOUR CAREER!

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Plotting A Course:
Which Career Is Best For Me?

Also Inside:
Explore & Career Discovery
Teamwork
Essay Writing for noobs

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Nurturing the Seeds of Wisdom

Plotting A Course
Which Career Is Best For Me?

IN YEARS PAST, deciding on a career was a lot simpler (just ask your parents). There was Doctor, Lawyer, Accountant, Engineer, and not much else. Nowadays, there are so many options that choosing just one out of the haystack feels like an impossible task.

So what's the best way to choose without making a career out of choosing a career? The secret lies in knowing yourself. Some students know themselves very well already; they are the minority. Fortunately, it's pretty easy to know yourself once you actually sit down and think about it. See if you can write down these things about yourself:

> **STRENGTHS**
> **INTERESTS**
> **PERSONALITY**
> **VALUES**

STRENGTHS

As a certain clown-faced villain once said, "If you're good at something, never do it for free". Also, if you're bad at something, don't expect to get paid for doing it. It's important to identify what you're good at and enjoy doing (usually these two go together). Think about what you're 'naturally' good at. However, if you haven't tried anything yet, you won't know! So start experiencing as much as possible. Try everything (as long as it's legal) you can, you never know what hidden talents you ~~ver.~~

If you have trouble identifying your own strengths, think about famous people that you admire, what it is about them that you like, and how their strengths help them succeed. Then see if you can find anything similar about yourself, and how you can emulate (not copy) their successes. Remember that skills are NOT the same thing as strengths. Skills can be learned; strengths are innate.

When choosing a career/degree, you should ideally choose something that plays to your strengths. If you're a very organised person, perhaps something like Business Administration could be for you. Or if you're a very methodical and analytical person, something like Engineering might be a good match.

INTERESTS

Everyone wants a career doing something they like. If you don't have a passion for doing whatever it is you're doing, you'll inevitably burn out, or at least be miserable doing it. The one defining trait of the great figures of history, and those who actually changed nations rather than just talking about it, was passion.

While you may not have a face-melting desire to be a dentist or accountant, there has to be a reason that gets you out of bed in the morning and into the office. Hopefully that reason is that you genuinely enjoy

what you do. Nobody has to force you to go to a futsal game, read your favourite book, or go shopping at the mall (assuming you like these things). In the same way, let your interests guide your career choice, and you'll definitely be better off for it.

PERSONALITY

You've probably clicked on at least a couple of online personality tests. Finding out if you're Gandalf, Frodo or Gollum might be fun, but you're probably better off basing your career choice on something like the Myers Briggs Test Instrument (MBTI). You can find this and other 'serious' personality tests online, but doing one isn't a requirement. As long as you know what drives you and how you react to situations and circumstances, you'll have a good grasp of your personality.

Is money the most important thing to you? What about helping others? Being recognised for your achievements? These are your values, and can include your moral and ethical code, and how you rank your priorities.

VALUES

Your parents would probably have tried to instil certain values in you, and you may have embraced them or chosen your own. Whichever the case, choosing a career that aligns with your values is most likely to be the one that feels 'right' to you.

Make a list of your values and priorities (which are more or less the same thing). If money is your biggest priority, a career in Business is a pretty obvious choice, whereas someone who cares greatly about helping others might find fulfilment in Nursing, Medicine, or Counselling. If you're intensely curious about how everything around you works, that's usually a trait of Scientists and Engineers.

"there is no 'bad' or 'good' personality; you are who you are"

Remember that there is no 'bad' or 'good' personality; you are who you are. Being an introvert or extrovert isn't wrong, it just means that you approach things in a certain way. It's important to recognise these things about yourself, and apply them to your career choice. An extrovert who enjoys being around people might be better suited for a sales, marketing or communication role, whereas an introvert who prefers the company of themselves or a few close friends might prefer something like dentistry or accounting.
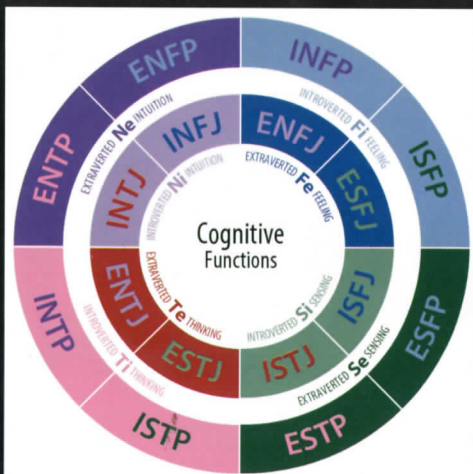
PERSONALITY CHECKLIST

Extraversion:
- I am an "outgoing" or "people-oriented" person
- I enjoy and am comfortable working in a group
- Being among people makes me feel energetic
- I am impulsive and do things without thinking

Introversion
- I am seen as a "thoughtful" or "quiet" person
- I prefer to work alone
- Being among many people tires me out
- I take lots of time to think about things

There are many useful personality tests online, like the Myers-Briggs Type Indicator (MBTI) test

WHAT NOW?

Once you've identified your Strengths, Interests, Personality and Values, choosing a career that suits you should be much easier, or even painfully obvious. It's well worth the time to sit down and get to know yourself a bit better before making a choice that can affect the rest of your life. Take the time to try out new things too; you'll never know what's in the box of chocolates unless you open it.

eXplore
Search > Discover

The *eXplore* program is designed for Pre-university students.

Why Join?
The aim of the *eXplore* program is to create opportunities
for students to learn Soft Skills, adapt to Campus Life,
enhance study & learning skills, and take the
first steps in Discovering a Career Path.

What's In Store?
eXplore activities include Tea-Time Talks by professional trainers,
Company visits and talks, Career Discovery events, and Job Shadow Days, where
students get to experience a day in the life of a real-life employee.
Transportation is provided!

What Do I Get?
Completion of the *eXplore* program awards a Certificate of Completion,
endorsed by Sunway's Director of Student Services and
Head of Career Services.

How Do I Join?
Registration for the *eXplore* program is easy; the cost is a one-time fee
of RM10 (refundable for Sunway Ambassadors – Scholarship students)
just come down to the Student Services Department
and ask the front desk for *eXplore* membership.

For more information on the *eXplore* program
visit bit.ly/sunwayexplore, or
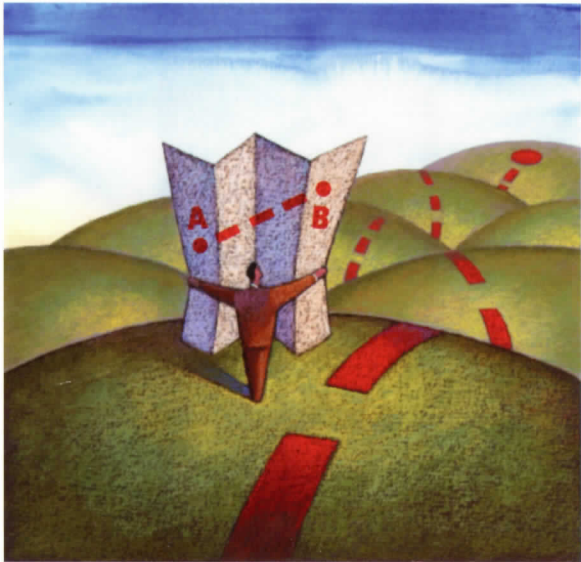come down to SSD and have a chat with Mark Saw or Sharon Tan.

eXplore
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CAREER DISCOVERY
AUGUST 2014

ARCHITECTURE
PHARMACY ADVERTISING & MEDIA
ACTUARIAL SCIENCE

BANKING & FINANCE
COMPANY VISITS FOOD TECHNOLOGY
ENGINEERING
JOBS DENTISTRY GEOLOGY
EDUCATION SOLICITING PUBLIC RELATIONS
BUSINESS ADMINISTRATION
BIOTECHNOLOGY JOB SHADOW DAYS BROADCASTING
REAL ESTATE CAREER TALKS COMMUNICATION
ACCOUNTING WHAT'S NEXT?
Copywriting
PSYCHOLOGY ECONOMICS
JOURNALISM
CHOOSING A CAREER CULINARY ARTS
MEDICINE
COUNSELLING
FILM STUDIES PERFORMING ARTS

bit.ly/sunwayexplore

Teamwork

There is one large flaw in today's educational system. Every student is ranked by their individual grades, and expected to be better than their peers, and be the best in their class. Yet when they enter the working world, it turns out that everything is about teamwork.

Nothing in this world gets done without teamwork, whether directly or indirectly. Teams of designers, software programmers, hardware engineers, accountants, and managers all cooperate to make your shiny new Android or Apple phone. A team of directors (most movies have more than one, in case you didn't know), actors, camera and lighting crew, sound editors, video editors, and CGI artists cooperate to bring you the latest Marvel superhero movie. A team of surgeons, nurses and orderlies works together to save people's lives. A team of lions stalks and kills its prey in order to feed the rest of the pride.

You'll find that in college and university, group work is sometimes required. However, group work doesn't guarantee teamwork. A group is not a team, just a bunch of students all working on the same assignment collectively. A team doing a group project is one that assigns roles to team members according to their strengths, has clear objectives and goals, and works together with direction and purpose to complete their project to the best of its ability, rather than just parcelling out jobs based on who can be bothered to do it.

Teamwork isn't easy, and needs to be worked at with intention in order to be successful. So how does one 'Do' teamwork? A good place to start is defining roles. There are many complex models of teamwork, but for the purposes of college and university group work, a simpler model will do. Generally, the shorter a project, the smaller a team is needed. Three general roles can be defined in any research project. with the fourth for physical-based projects:

- ➜ **Leader**
- ➜ **Researcher**
- ➜ **Writer**
- ➜ **Builder**

A Good Leader sees the Big Picture...

...and leads the Charge

The LEADER can be any member of the team who's comfortable with and capable of managing the group. It doesn't excuse him or her from doing work. Leading is more than just delegating tasks; the leader should also be one of the other three groups, although the primary responsibility is to keep the big picture in mind and focus on the objective of the assignment and manage all the group members. The leader is the one with the roadmap (or GPS). In bigger groups, this role can be taken on by more than one person.

The RESEARCHERS are those who are specialists in finding relevant information, have knowledge of citation and bibliography techniques, and don't get distracted by Facebook or Youtube while searching for information online. This person needs to understand the assignment question, and have a thorough understanding of the subject matter. A researcher does NOT copy and paste off of Wikipedia.

WRITERS are the wordsmiths. They know just how to phrase a sentence with clarity, accuracy and impact. They can meet word counts without putting in meaningless fluff, and should have a very good grasp of the English language. Spelling and grammar is more than right-clicking the squiggly lines and accepting whatever Microsoft Word suggests.

A BUILDER is someone with great hand-eye coordination, good at visualising how a pile of bricks can turn into a house, and is generally good at working with his/her hands. This role excels at implementation and translation of speech and text into real world constructions.

It's a good idea to have a team meeting focused on getting to know the members of the team, and assigning roles. It's also important to make sure that everyone has a fair share of work and understands what they and each other have to do, and how their role is important to the project. It is also important to note that these roles need not be exclusive; everyone can pitch in here and there for every part of the assignment; in fact everyone should. However, those with defined roles should be the driving force for their given tasks.

It's important that the team works together as well. Handing out individual assignments then never seeing each other again until the due date is not teamwork. That's just a bunch of people who happen to work on the same project. Try to meet and work together; if someone is stuck somewhere, the rest of the team is there to help. It's also a lot more fun than doing it alone. Just don't turn team time into a gossip session.

Now that you have your group all set up and ready to go, all that's left is to tackle the problem head-on! Good Luck!

TEAM COMPOSITION

LEADER:
The Manager. He isn't the boss of you, his job is to make sure the team answers the assignment question and works on the right things, sticks to schedule and delivers a quality product.

RESEARCHER:
The Librarian. One-who-reads-everything. His job is to make sure that there is actually something to write about, and works with the Writer to cite properly and avoid plagiarism.

WRITER:
The Wordsmith. More deadly with a pen (keyboard) than a sword, his job is to take the mess of team discussions and craft it into something beautiful, and hopefully within the word limit.

BUILDER:
The Engineer. This person takes the mess of materials and crafts it into something beautiful, or at least functional. Comfortable with physical tasks and hopefully not averse to getting his hands a little dirty.
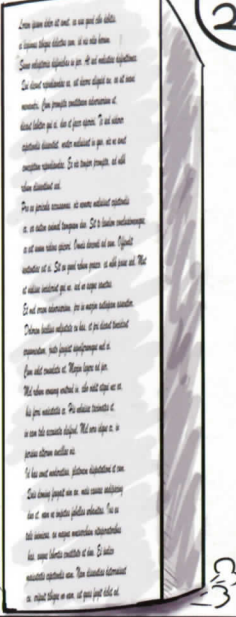
Essay Writing for noobs

1) HI! I'M THE WORD NINJA, AND TODAY WE'RE GONNA TALK ABOUT ESSAY WRITING. IT'S A LOT MORE THAN JUST COPYING AND PASTING FROM WIKIPEDIA UNTIL YOU HIT THE WORD LIMIT!

THE FIRST THING YOU WANT TO DO IS MAKE SURE YOUR ESSAY HAS STRUCTURE! DON'T TORTURE YOUR TEACHER WITH A WALL OF TEXT OR HE MIGHT TL;DR YOU WITH A FAIL!
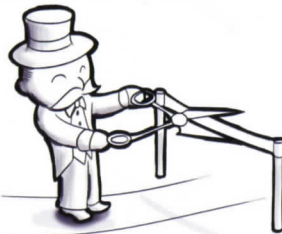
2)

3) A GOOD RESEARCH ESSAY HAS 3 MAIN SECTIONS: AN INTRODUCTION, A BODY, AND A CONCLUSION. THERE SHOULD ALSO BE A BIBLIOGRAPHY AND REFERENCE SECTION AT THE END, AND AN ABSTRACT AT THE BEGINNING.

THE INTRODUCTION IS A SHORT SECTION WHICH OPENS YOUR ESSAY. IT SHOULD SUMMARISE WHAT THE ESSAY WILL TALK ABOUT AND ADDRESS THE ASSIGNMENT QUESTION.
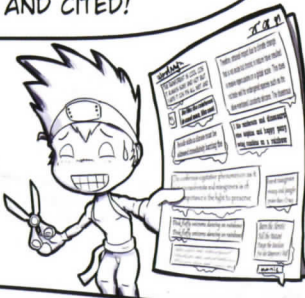
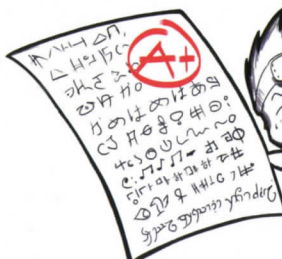THE BODY IS THE BIGGEST SECTION, AND HOLDS UP THE BULK OF THE ESSAY. ALL OF YOUR POINTS AND ARGUMENTS MUST BE IN HERE. THIS IS WHERE YOU SCORE YOUR MARKS.

THE CONCLUSION IS MORE THAN JUST A SUMMARY. IT SHOULD TIE YOUR MAIN POINTS TOGETHER AND MOST IMPORTANTLY, ANSWER THE QUESTION! TRY AND AIM TO LEAVE THE READER WITH A SENSE OF CLOSURE; DON'T LEAVE THEM HANGING.

4) SUPER IMPORTANT RULE: DON'T PLAGIARISE! ABSOLUTELY NO COPYING AND PASTING FROM ANYWHERE; WIKIPEDIA, A TEXTBOOK, OR ANY OTHER WORK (INCLUDING YOUR FRIENDS'). MAKE SURE ALL YOUR ARGUMENTS ARE PROPERLY REFERENCED AND CITED!

PARAPHRASING MEANS READING THE ORIGINAL WORK, UNDERSTANDING IT, AND APPLYING WHAT YOU LEARNED TO YOUR QUESTION IN ORDER TO ANSWER IT IN YOUR OWN WORDS. DON'T JUST CUT AND PASTE!

IF YOU MUST QUOTE VERBATIM (WORD-FOR-WORD), USE THESE " " (APOSTROPHES, AKA THE '66 AND 99') AND PUT THE QUOTE IN ITS OWN PARAGRAPH.

The end

5) FINALLY, ALWAYS REMEMBER TO ACTUALLY ANSWER THE QUESTION! THERE'S NO POINT IN WRITING 9001 WORDS IF YOU'RE TALKING ABOUT THE WRONG THING!

EXTRA NOTE: THERE ARE MANY TYPES OF CITATION STYLE. MAKE SURE YOU FIND OUT WHICH STYLE YOUR COURSE PREFERS! SOME STYLES REQUIRE FOOTNOTES, SO LEARN HOW TO CITE PROPERLY!

" Better three hours too soon than a minute too late...
...No legacy is so rich as honesty. "

- William Shakespeare