



Tips for a better application, resume or interview



Attention to Detail

Spelling, grammar, well-written and articulate.



Experience

Demonstrate and elaborate on your real-life experiences. Draw from: professional, volunteer, prior internships, school projects/clubs; organizations – boy/girl scouts, professional societies, sports, hobbies, working with family or neighbors to repair a car or other mechanical object.



Strengths

Include strengths that you feel are relevant to the internship and why? Draw from part-time jobs, clubs, school projects, organizations, etc.



Willingness to work and learn

Demonstrate your excitement to learn about the research and your interest in the field. What do you hope to gain from your internship?



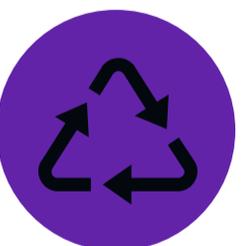
Career aspiration

What appealed to you in the project description/internship position? How do you feel this position supports your career? What are your goals for your career?



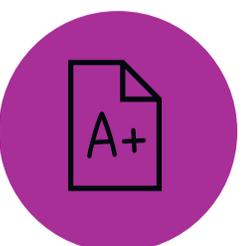
Hobbies/Interests

Include those that demonstrate a relevance to your skills and abilities for the position.



Potential

Potential is defined as having qualities or abilities that may be developed and lead to future success or usefulness. Use life experiences and skills to demonstrate potential. How might they be relevant to the internship?



Grades

Important but not always the deciding factor.

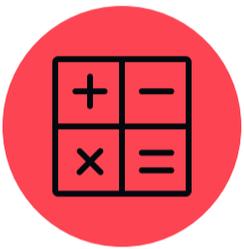


Tips for a better application, resume or interview



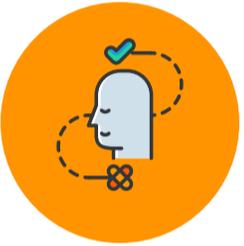
Critical Thinking:

How can you demonstrate critical thinking? Interns must learn to define and approach problems and situations from many different viewpoints and analyze every possible solution, as well as anticipate the consequences and outcomes of each option before taking action.



Analytical Skills

Consider how can you demonstrate critical analytical skills such as analyzing data sets and understanding how they relate to other data, systems and processes.



Problem Solving

Articulate experiences where you provided solutions. Researchers look for solutions that use the smallest amount of effort to the greatest effect and are able to solve multiple issues at the same time.



Innovation

Demonstrate a time when you showed willingness to take risks and offer creative, even quirky ideas. Ultimately, a fresh perspective and a spirit of inventiveness.



Collaboration

Elaborate on skills you developed as part of a team; demonstrate that you are someone who can work with others toward a shared goal.



Communication

Demonstrate an opportunity where you showed the ability to convey complex ideas to people of varied backgrounds and job titles. Use examples from academic, extracurricular, community, etc. experiences.



Teamwork

Share a story about a time when you were part of a high-performing team or group at school or elsewhere. Discuss how you contributed directly to your team's success, how you learned from challenges of working with others and how your working style has evolved as a result.



Adaptability

Demonstrate how you have gained knowledge and new abilities quickly in past positions, and offer evidence of continual career development, such as recent education, certifications, promotions and training courses.