

# Career Opportunities (COPS)

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## **COPS 2000. Preparing for Internship Opportunities. 1 Hour.**

Prerequisites: Completion of at least 60 but no more than 90 credit hours; declared major in the College of Arts and Sciences; recommendation by the student's department head. Preparation of liberal arts majors for internship opportunities with local Chamber of Commerce members. The course will address how to identify opportunities, market oneself effectively, and practice workplace etiquette. Specific topics include resume writing, business correspondence, interviewing tips, networking, dining etiquette, and work ethic.