Business Administration

Where can you go with a Business Administration Degree?

A degree in Business Administration can take your career in many directions. Most students choose to enter the workforce right after graduation, and many continue their education after a few years in the workforce. Our students are equipped with a strong foundation for a career as a(n): Account Manager, Human Resources Business Partner, Manager, Recruiter, Sales Representative, Financial Representation, Marketing Manager, Training Specialist

First Year

Academics

- Start taking **LASC** courses as well as foundational and core Business Administration courses.
- Need a little help in your classes? Look into tutoring with the Academic Success Center.
- Look into the many **experiential learning opportunities** to help build a well-rounded experience

On-Campus Experience

- Sign up to participate in the **Business Learning Community**
- Join a major or interest-specific student organization such as the **Collegiate DECA**.

Connect to the Community

- Start building your professional network by attending community events such as <u>StartUp Brew Fargo</u>.
- Attend the on-campus **Employer Visits** as often as possible. Make sure to engage with the representatives and collect contact information to follow up.

Understand Your Career

Start researching potential career paths on <u>O*Net</u>. Here, you can find valuable information, including
typical tasks associated with the profession, the skills and knowledge required, the necessary education
and licensures, wages and employment trends, professional organizations, and related occupations. Search
for careers such as a <u>Business Analyst</u>.

Second Year

Academics

• Take a deeper dive into the discipline of Business Administration and begin considering a minor in **Human Resources, Finance, or Accounting.**

On-Campus Experience

- Find an on-campus job or begin your leadership journey by applying for a student leadership position. Visit **Handshake** to see open positions.
- Find time to participate in events and activities. See a list of upcoming opportunities in <u>DragonCentral</u>.

Connect to the Community

- Join <u>LinkedIn</u> to begin building your professional network and online presence. Think of your profile as a
 virtual resume and make sure to update it regularly to reflect jobs, coursework, volunteering, involvement,
 and skills.
- Attend the on-campus **Employer Visits** as often as possible. Make sure to engage with the representatives and collect contact information to follow up.

Understand Your Career

• Schedule an appointment with the <u>Career Development Center</u> for career planning to learn how to make the most of your time here at MSUM.

Third Year

Academics

- In addition to getting your access code, schedule an appointment with your Academic Advisor to ensure you're on track for graduation.
- Take inventory of your professional goals and decide if your future will need to include graduate school. Take the necessary exams and keep track of application timelines.

On-Campus Experience

- Continue developing leadership skills by exploring officer position with <u>Collegiate DECA</u> or running for student senate.
- Explore research opportunities or apply to be a learning assistant.

Connect to the Community

 Attend <u>off-campus events</u> such as <u>Creative Mornings Fargo</u>, <u>StartUp Brew</u>, <u>Springboard for the Art</u>s, or <u>TedX</u> to connect with others and gain exposure to the community.

Understand Your Career

- Attend professional development-related events on campus, and connect with faculty to learn more about the field and gain insights on how to be successful in your job search.
- Find an internship or part-time job with a local or regional company or organization to learn the ins and outs of your chosen career. Prepare for the application & interview process by working with the Career
 Development Center.

Fourth Year

Academics

- Participate in the <u>Student Academic Conference</u> to showcase research, connect with employers, and to boost your resume.
- Ensure you submit your application for graduation on time and complete the graduate follow-up survey, letting us know your career or continuing education plans.

On-Campus Experience

- Assess what experiences or skills are areas of growth for you and fill in gaps with volunteering, organizations, or part-time employment.
- Participate in the **Executive Mentorship Program** to get connected with a local professional.

Connect to the Community

• Join professional organizations such as <u>The American Management Association</u> to gain access to research, continuing education opportunities, job boards, and message boards. Make sure to join prior to graduation to receive the discounted student rate (when applicable).

Understand Your Career

- Network relentlessly! Attend networking events to get connected to employers looking to hire soon-to-be grads. Check **DragonCentral** for more information.
- <u>Schedule appointments with a Career Coach</u> to go over your professional documents and to prepare for upcoming interviews. And remember, once a dragon, always a dragon. You have access to these services for life.

What skills will you need?

To be successful in the world of Business, you will need the following skills: critical thinking, active listening, deductive reasoning, communication, and written comprehension

Thankfully, through coursework, on-campus involvement, part-time employment, and internships, you will be well-prepared for life after graduation.