



Check It Off!

**College
to Career**

Vera Teller, Ph.D.,
Coach, Consultant,
Author, & Speaker



Frequently Asked Questions

<p>What makes this guide different from other college guides?</p>	<p><i>College can be overwhelming. My guide breaks the activities that you need to complete in college in manageable steps.</i> This book was written following over 10 years as a professor at California State University (where I currently teach) and work with students trying to understand their challenges in achieving success. It was written as a step-by-step outline of the most critical things that that students should be doing each year in college to transition from school to career. This is different from other books and resources because the information is gathered after working with real students and it takes away the confusion and overwhelming experiences of having to decide what is the most important thing to do each year. Many students fear missing out on the overall experience of college, but if you have a guideline of what is most important to you, and you are doing those things, then you don't have to fear missing out on the best experiences for your college success.</p>
<p>I'm nervous to start college life. Will this book help me?</p>	<p>Most students are anxious to start college. Leaving the "known" for the "unknown" is difficult for most people. Change is difficult for most people. Students who leave familiar surroundings, friends whom they have had for many years, and family often feel nervous about the college experience. Also, there is pressure from family and friends to have a good experience attending college. This book will help you get off to a good start and keep you motivated to complete the college journey by providing checklist of activities for each four years while in college and a plan to accomplish those activities.</p>
<p>I'm not a typically "good student." How do I know this book is for me?</p>	<p>All students "should" prepare for a career while in college and not wait until the third or fourth year in college to start thinking about a job post college. If you are a good or not very good student, all students should prepare for a career while in college. This book starts out with a planning tool that will help all students to list those activities that should be completed during each year of college. Also, if the activity does not get done, then suggestions on what to do next are provided. Plus, for all students, there are tips on how NOT to waste time in college by making courses more meaningful for you. So, this book is for all students.</p>
<p>I'm already a "good student." What does this guide have to offer me?</p>	<p>Good students need to think about the big picture. When attending college, most students think about studying for tests, completing assignments well, and taking the right classes. But, what can the college student do IN COLLEGE to prepare for a career post-college? Well, it turns out that college students can do a lot in college to position themselves to get a good job once graduated. The book, Check It Off! prepares each student with checklists of activities to consider and pursue while attending college. The reasons behind the activities are given to provide more detail on the "whys" and the "shoulds" around each activity suggested.</p>
<p>I already know my career path. What does this book have to offer me that I don't already know?</p>	<p>Doesn't preparation alleviate anxiety? In preparing dinner for a number of guests, isn't it wise to complete much of the setup and cooking activities before the guests arrive? College is not that different. Once you graduate college, looking for that first job opportunity can be a daunting experience. So, why not prepare for a career while in college and alleviate the anxiety post-college? My book, Check It Off, does just that. The book provides ideas and offers activities on what to do in college to help prepare for the job search post-college. And, it does so in a systematic year-by-year approach, so the preparation for the career is completed prior to graduation. Dinner anyone?</p>
<p>I'm afraid this book will only add pressure to achieve.</p>	<p>Preparation alleviates anxiety. What separates Check It Off! from other college preparation books on the market is offering a section in the book on planning. Planning what you will do and when you will do it (opportunities, activities, etc.) during the four years in college is a manageable task. Check It Off! lists activities in manageable chunks: yearly. Thus, alleviate the pressure during the third and fourth year of college to get a job after college by strategically planning and completing activities each year while in college!</p>
<p>I've read your checklist online. Why would I pay to read more?</p>	<p>Checklists are places to start your college journey. The checklists offered in the book, Check It Off! summarizes the information that is available in the book. So, while the checklists do offer a lot of information, it is the detail to the checklists that is important. Also, there are times when college students want to know "why?" Why do I have to network? Why are communication skills that important? Answers to these questions and <i>more</i> are detailed in the book!</p>
<p>I go to college outside of the States. Is this book for me?</p>	<p>Are you looking for tips to navigate college in order to get the job you want post-college? The book, Check It Off! offers tips and techniques to navigate college in preparation for a career post college. Check It Off! offers valuable information on those activities to engage while in college. If you live within or outside of the United States and are college bound, then this book is for you!</p>
<p>I have never been a good student, how can this book help me?</p>	<p>Don't waste time. Check It Off! offers students the tips and techniques to navigate college to prepare for a career post-college. Throughout the book there are "don't waste time" hints. The book provides ideas on how to use college courses effectively so you can benefit regardless if you are an "A" student or "C" student. What can you do in college to help prepare you to obtain a career post college? Check it out at Check It Off!</p>
<p>Every year I start with the best intentions, can this book motivate me?</p>	<p>Interestingly, we manage to have the time to do the activities we enjoy doing and cannot find the time to do those activities that we really don't want to do. Well, Check It Off! helps you determine those activities that you enjoy doing so you don't feel you have to make time. You will define those activities that you need to complete each year in college; these are activities that you choose to do rather than have to do.</p>
<p>Everyone in my life has a different piece of advice for me to succeed, what makes your college plan different?</p>	<p>Find a college plan that is right for you...no one else. The book, Check It Off! will help you define those activities that are most meaningful to you rather than what is expected from you. From the onset of the college experience, exploration of you is the first step; What do you want to do? What are your interests? This is what make my college plan different from other plans on the market. The process is geared toward individuals.</p>
<p>You are talking about Checking Off Things Each Year, what if I am graduating this year, how can I take advantage of your plan?</p>	<p>It's never too late. Many students wait until the end of the junior year or beginning of the senior year to start managing career expectations. Well, it is never too late to start planning for a career. The book, Check It Off! will guide you through those activities that are most important to get the job you want once you graduate.</p>
<p>I am only interested in learning what skills and experience hiring managers are looking for in candidates. Do you address that in your book?</p>	<p>Prepare in college for a career post-college. By examining your interests, you will have a career that you enjoy. Yes, there are generic skills that most hiring managers are looking for in candidates that are addressed in the book; however, the book helps the individual examine their own set of interests in order to succeed in college and in a career.</p>
<p>I have so little time now between school and work, how can I possibly manage a whole checklist?</p>	<p>Most students hold a part-time job while in college. A job, school, family, and friends keeps students extremely busy. So, why the checklist? This is the greatest thing about the checklist; it lists those activities that you can do in college to position you to succeed after college. Don't do busy work. Take advantage of opportunities in college to position yourself for your career. The book offers you planning advice and don't waste time advice too.</p>



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<p>My goal every year is to find an internship, are you going to help me with that?</p>	<p>College students need to gain experience in their field of interest prior to leaving college. Internships are an excellent opportunity for college students to gain that experience. There are many types of internships; paid as well as unpaid internships offered by a variety of businesses. And, internships are discussed throughout the book.</p>
<p>My parents are telling me everything I need to know to succeed in college, what makes your book any different than their advice?</p>	<p>Parents are an excellent source of information for the college student. And, who cares more about you than your parents? So, it is wise to listen to your parents for advice. However, Check It Off! offers more than advice. Check It Off! helps you to plan those activities that are important for you to succeed post-college. Don't cram all of the activities that must be completed for the job search in year three and four. Eliminate anxiety post-college by taking the steps needed to obtain a great job post-college starting in year one!</p>
<p>I am reading that in order for students today to succeed after college they have to develop a strong online digital presence plus online networking, does your book have a plan for that too?</p>	<p>Advances in technology changed the way people network effectively and seek job opportunities. Keeping up with the latest trends in technology for the college student is important. Check It Off! provides the first step in recognizing those online platforms that a college student must engage, learn, and stay abreast while in college. The book discusses the various websites and applications the student must begin to use while in college and how to use these sites in the most professional way possible.</p>
<p>I already have your four-year checklist, what else do you or your book offer me?</p>	<p>The checklists are essential; the checklists are an excellent beginning to understand the various activities that should be done while in college. However, the book offers the detail and the "why" behind each activity on the checklist. Plus, what is important and discussed in the book, is how to plan for each of the activities on the checklist. Tips on how NOT to waste time in college is offered in the text. College courses can be used in many different ways to keep you engaged in the course and provide career planning opportunities. This is all discussed in the book.</p>
<p>Is this checklist in your book going to tell me specifically what to do and when?</p>	<p>The checklists in the book do provide an outline on what to do and when. Yes, that is the great thing about the checklists. What to do and when to do is important to know in order to reduce the anxieties in looking for a job post-college. Also, if an activity or two are missed or deadlines extended, the book covers how to recover when unforeseen life activities impinge on a timeline.</p>
<p>What if there are things on the checklists that I cannot do, will I still be successful?</p>	<p>Check It Off! has checklists for each year you are in college. The checklists offers ideas and opportunities to enhance your college experience that you might not be familiar with. Also, the book discusses how to manage your time while you are in college to prepare for a career post-college. You get to choose those activities that you would like to do and feel will benefit your career. Don't wait until you graduate to get engaged in a career while in college. The idea is to prepare yourself while in college to avoid an anxious feeling post-college.</p>
<p>What is the hardest part about doing these checklists?</p>	<p>The hardest part about doing the checklists is planning to do the activities. Taking the time to reflect on what you want to do and how to succeed is really the hardest part. Students do not pause to think about their wants, but rather the expectations others place on them. So, Check It Off! offers students the opportunity to investigate "their" passions in order to choose a major and eventually a career of personal interest.</p>
<p>I'm a visual person, how can this book help me to filter all the information I am getting from the school, teachers, and my parents?</p>	<p>Check It Off! is written to help the college student "manage" career activities in a logical and strategic way. With so many outside voices; school, teachers, and parents, it is difficult to know how to process it all. The book is organized to assist you to plan those activities that everyone talks about, in the right time. Also, the book provides ideas and opportunities while in college that might not be all that familiar to everyone.</p>
<p>How does my college experience help me to find a career?</p>	<p>There are a variety of opportunities available to students as they navigate through college to career. However, few students take advantage of the opportunities because of lack of knowledge, just too busy, or overwhelmed by the college experience. However, Check It Off! helps those students to take advantage of the college life to decide on a major and a career. Many people do not end up where they started. But, what they all have in common is the start...they started somewhere. This is what the book helps students do; the book helps students plan their college years for a career post college by taking advantage of college experiences.</p>
<p>What do you know about today's college experience that make you different from my counselor?</p>	<p>College counselors offer a great service to students; however, most students don't take advantage of the college counselors. In fact, most students don't visit the Career Center until the fourth year in college. Therefore, there is a rush to see the counselor with a 15 minute appointment and a rush to the Career Center at the last minute asking, how can I get a job: NOW! Why not try something different? Why not start out your college journey by preparing for a career while in college? That is what the book, Check It Off! is all about: preparation for a career while in college.</p>
<p>Can this book help me to land my dream job right after college?</p>	<p>The book, Check It Off! helps students prepare in college for that career post-college. Why not prepare while in college and take advantage of what college has to offer. Then, that anxious and daunting feeling post-college will be alleviated because you prepared for a career each year while in college.</p>
<p>I am planning to meet with my career counselor in my senior year, why do I need to buy this book?</p>	<p>Many college students wait until the senior year to start to think about getting a job once they graduate. More often than not, the student is disappointed with the results. The time and effort that it takes to get the first job is often overwhelming for most students. Plus, the opportunities for students during the four years of college are often lost. My book, Check It Off! provides an alternative approach to waiting until you graduate to think about a career. Why not start planning and preparing for a career when you enter college?</p>
<p>College is great, but not anywhere close to the real-world, how can your book change that?</p>	<p>College is a great opportunity to prepare for a career post-college. And, college is necessary to obtain that well-paying job. The book, Check It Off! provides checklists for those activities that will prepare you for that job once you graduate. Also, the book provides tips on how to navigate college to take advantage of opportunities so you don't waste time while in college.</p>
<p>I have friends who graduated from college a few years ago and they are still trying to find a job in their field, can your book ensure that won't happen to me?</p>	<p>Many college students wait until the senior year to start to think about getting a job once they graduate. More often than not, the student is disappointed with the results. The time and effort that it takes to get the first job is often overwhelming for most students. Plus, the opportunities for students during the four years of college are often lost. My book, Check It Off! provides an alternative approach to waiting until you graduate to think about a career. Why not start when you enter college? This way, you are prepared to find a job in your chosen career field.</p>
<p>I love my current degree studies but am told that I probably won't be able to get a job in it after college, how can your book help me?</p>	<p>I recently read an article about a woman who loved to dance, but realized she wasn't as good as her peers. Her chances at dancing professionally were not good. So, she decided to concentrate on choreography. She combined her love of dance with an expertise to create dance. Check It Off! provides activities for you to determine your passion and how you can turn that passion into a well-paying career. Never give up on a passion. As the saying goes, "follow your passion and you won't work a day in your life."</p>
<p>Where can I go if I still need help after buying your book?</p>	<p>Checklists are places to start your college journey. The checklists offer a lot of information; however, sometimes you need more individual help. Choosing a major in college toward a career choice can be daunting for many students. Talking career choices through is my specialty. So, if you need to discuss your career choices and decisions, I'm as close as verateller@yahoo.com or www.verateller.com.</p>



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PARENTS	
To be successful today, kids need to be able to communicate their ideas successfully, how can your book help my child with these critical skills?	The book, Check It Off! does discuss the importance of communication skills. In fact, several of the checklist items directly emphasize the importance of communication skills. The book takes the student through examining their skills and if needed, how to obtain or take advantage of updating these skills throughout college.
I want my child to have balance while in college, is this book going to give them too much pressure to succeed academically?	The book, Check It Off! provides a strategy for students to plan their academic and recreational activities throughout the four years in college. The book stresses the concepts of learning about oneself through exploration of activities and courses while in college. The book describes how students should plan those activities such that they are not overwhelmed throughout college, but rather use the time in college effectively and wisely.
How does this book help my child turn their interests into a career?	The book, Check It Off! takes the student through self-assessments and self-evaluation to determine their interests. Information on how to take risks by exploring options in courses and clubs is addressed. Then, the book explains how to turn interests and passions into a major during college with the goal to choose a major and a career direction.
I have already seen your checklist, what else can you or your book offer my child?	Checklists are places to start the college journey. The checklists offered in the book, Check It Off! summarizes the information that is available in the book. So, while the checklists do offer a lot of information, it is the detail to the checklists that is important. Also, there are times when college students want to know "why?" Why do I have to network? Why are communication skills that important? There are answers to questions detailed in the book!
What is the key to helping my child accomplish all these checklists in your book?	The key to helping students in college to determine their interests and passions to choose a major and career is "planning." Students often wait until they are ready to graduate to think about getting a job or a career. Why wait? Even if a student has no idea of a major in college, the checklists will guide the student through exploration to decision. This is done by planning those activities that will help and motivate the student towards their goals and taking advantage of opportunities available while in college and before graduation.
I want my child to focus on their academics, what is the point of distracting them with activities outside of the classroom?	College is a time for exploration. Determining interests which leads to a major is a personal undertaking and activities inside and outside of the classroom aid in this personal discovery. The book, Check It Off! understands the journey college students undertake while in college. Too often decisions on a major or career are made with little exploration. Thus, disappointment in college surfaces, and is exhibited by a high college dropout rate. I try to prevent students from dropping out of college by giving students the time to self-explore. Exploring activities while in college keeps the student engaged in college life.
Aren't colleges already preparing our children for their careers? Why do I need this book?	Colleges do a great job in preparing students for their careers. However, most students don't go to the Career Center or seek help until the third or fourth year in college. Also, many students drop out of college because a major is not identified and college doesn't seem relevant. The book, Check It Off! starts the college student off in year one, day one, by planning those activities that will keep the student in college and engaged to seek a major of interest and determine a personal career choice.
How will this book help my child to graduate on time, within four years?	The book, Check It Off! provides a strategy for students to plan their academic and recreation activities throughout the four years in college. The book stresses the concepts of learning about oneself through exploration of activities and courses while in college. Unfortunately, I don't have access to course schedules. Therefore, I cannot guarantee that the student will graduate within four years. But, once again, the book's strategy is based on a four-year college experience.
How can this book help to prepare my child for a good career when we don't even know what careers will be available in 4, 5, or 6 years?	Careers change overtime. What was a popular and high-paying career ten years ago may not be in demand tomorrow. This is one reason why I wrote the book, Check It Off! The book offers ideas on when and how to use the courses and opportunities in college to research what jobs will be in demand five-to-ten years from now. Not only is it important to know what jobs will be in demand after graduation, but which jobs fit the students' interests and passion. This information is covered throughout the book too.
My child is not sure they want to attend college, can this book help them in organizing their academic life and prepare them for the next steps, even if they don't go to college?	The book, Check It Off!, is written for the college bound student. Throughout the college journey there are opportunities and activities that the student can engage to prepare for a career post-college. There are activities that are listed in the book that do apply to the student that is not interested in going to college. For example, networking skills are important to everyone regardless if the student is college bound or not. Every student can glean valuable information from the book.
The job statistics after college graduation are pretty dismal, how can your book help a student succeed when the degrees don't seem to be helping them?	The book, Check It Off! is intended to assist students in navigating college in order to position themselves effectively to get a job post-college. If the student follows the four checklists as outlined in the book, the chances to succeed in obtaining a job post-college is significantly better than the student that does not follow the checklists. Students who read and follow the plan are positioned to obtain a job that is interesting and challenging; a job and career that the student wants to have.
We want our child to study something useful in college, will your book lead them onto that practical path instead of the "do-what-you-love" pressure they are bombarded with?	The book, Check It Off! is geared to have the student determine their career path instead of the outside pressures of what the student "should" or "should not" do. College is a time for exploration and determining a major and ultimately a career. A fear for parents is that the student will drop out of college because they are bombarded with ideas on which career to pursue. "Become a nurse," one parent said. The student faints at the sight of blood. "Become an accountant," another parent suggested. The student cannot sit still for five minutes. Parents have the best intentions for their children. Once in college, students need to explore what they want to study, and what career to pursue.
My child is attending a local community college then transferring to a four-year school, does your checklist address this type of transition?	The book, Check It Off!, is written for the college bound student. Throughout the college journey there are opportunities and activities that the student can engage to prepare for a career post-college. If a student starts at a community college and then transfers to a four-year school, the book is written with this student in mind. The checklists lists those activities that should be completed each year in school: community college or a four-year university.
My child's education currently has no correlation to the real world of finding a job, is there anything in your book that can ensure their success after graduation?	When students first enter college, they are expected to know their major and career direction by parents, friends, and associates. What do you want to study? Well, what happens if you, the student, don't know. Most often, students with little direction drop out of college and find a minimum wage job. Why not do something different. Check It Off! is written with this type of student in mind. It would be great if we all knew that we wanted to pursue medicine when we were five years old. However, for most of us, that does not happen. Deciding on a major and ultimately a career takes patience, exploration and time. Planning the activities to determine a major and career choice is the focus of the book.
Kids today are so troubled by the headlines that they don't even want to finish up their college degrees, can your book help them to overcome all the bad news and stick it out?	The book, Check It Off! is written for college students continuing their journey through to graduation. There are going to be obstacles in the way for some students, and it is up to the student to overcome issues and solve problems. The good news is there is help on campus for students to "stick it out." There are so many places students can go to talk through issues or problems to overcome obstacles. The good news about the book is it points out those people and those areas on campus that students can seek help if needed. We all want those students who start college to enjoy the journey and finish successfully.