

**Sam Houston State University  
Career Services Department  
Career Goal Timeline**

Name \_\_\_\_\_

**Please read the areas listed below. Identify which areas you need most improvement.  
On a scale from 1-5, rate each area: 1 being unclear and 5 being very clear.**

- **Career Decision Making – 1 2 3 4 5**
- **Identifying Potential Employers – 1 2 3 4 5**
- **Identifying Geographic locations – 1 2 3 4 5**
- **Professionalism – 1 2 3 4 5**
- **Job Search Strategy – 1 2 3 4 5**
- **Resume/Cover letter/Portfolio – 1 2 3 4 5**
- **Networking – 1 2 3 4 5**
- **Interviewing – 1 2 3 4 5**

**Goal Statement:** \_\_\_\_\_

**Detailed description of Goal:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Target Date:** \_\_\_\_\_ **How much time do you have to accomplish this?** \_\_\_\_\_

**What will I do in the next 24 hours to move me closer to my career goal/job search?**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Opportunities for Career Decision Making: Choosing a Major/What to do with Major**

**My Goal:** \_\_\_\_\_

**Solutions:** \_\_\_\_\_  
\_\_\_\_\_

**Opportunities for Identifying Potential Employers: Who will Hire Me?**

**My Goal:** \_\_\_\_\_

**Solutions:** \_\_\_\_\_  
\_\_\_\_\_

**Opportunities for Identifying Geographic location: Where do I want to live?**

**My Goal:** \_\_\_\_\_

**Solutions:** \_\_\_\_\_  
\_\_\_\_\_

**Opportunities for Professionalism: How do I become more professional as a student?**

**My Goal:** \_\_\_\_\_

**Solutions:** \_\_\_\_\_  
\_\_\_\_\_

**Opportunities for Job Searching: How do I start and manage the job search process?**

**My Goal:** \_\_\_\_\_

**Solutions:** \_\_\_\_\_

\_\_\_\_\_

**Opportunities to develop a resume/cover letter, and portfolio: How do I develop these?**

**My Goal:** \_\_\_\_\_

**Solutions:** \_\_\_\_\_

\_\_\_\_\_

**Opportunities to Network: Who do I know?**

**My Goal:** \_\_\_\_\_

**Solutions:** \_\_\_\_\_

\_\_\_\_\_

**Opportunities for Interviewing: How do I handle an interview?**

**My Goal:** \_\_\_\_\_

**Solutions:** \_\_\_\_\_

\_\_\_\_\_

**Additional Notes/Comments:** \_\_\_\_\_

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