

## Term 1

### Don't miss out

Look out for emails from employability and placement teams and Careers Service, keeping you in the loop and preparing you for placement and your career ahead.

### Placement visit

Discuss how to make the most of your placement and how to prepare for your career ahead. You can book appointments with the Careers Service any time during your placement year. [careers.hud.ac.uk](https://careers.hud.ac.uk)

### Explore your career options

Speak to different people in the organisation about their roles. This is also a great way to make connections. [hud.ac/m95](https://hud.ac/m95)

### Look forward

Keep an eye on graduate job vacancies advertised at this time of year for final year students.

### Stay on track

Update/create your SMART action plan with some goals whilst you are on placement. [hud.ac/kkn](https://hud.ac/kkn)

### Continuous Professional Development

Take advantage of staff training opportunities at the organisation you work in and keep a detailed record of your skills and experience.

## Term 2

### Check your progress

Review your SMART action plan and whether you're on track. Access support from employability and placement teams to stay on track. [hud.ac/kkn](https://hud.ac/kkn) [careers.hud.ac.uk](https://careers.hud.ac.uk)

### Keep in touch

Look out for Keeping in Touch events and other sessions at the University to help make the most of your placement.

### Unsure of your next steps after placement?

Check out our online resources to explore graduate jobs and postgraduate study options. [hud.ac/kfo](https://hud.ac/kfo)

### Clear career path in mind?

If the answer is yes, research skills and experience needed and whether postgraduate study is needed. Make it clear to your placement employer if you are interested in a career with them.

## Throughout the year

- Use each year wisely – Look at the Career Timelines for the years ahead.
- Keep a record of what you do by regularly updating your placement log. You'll need this evidence when you apply for opportunities throughout your degree and after graduation.
- Book a 45-minute careers guidance appointment with one of our team: [hud.ac/n8y](https://hud.ac/n8y).
- Attend one of our range of events: [hud.ac/kgo](https://hud.ac/kgo).
- Watch our "How to" video series to support you with your next steps.
- If you're an international student, visit: [hud.ac/kfr](https://hud.ac/kfr).
- Check out support from the Enterprise team who offer support throughout your studies: [hud.ac/jdu](https://hud.ac/jdu).
- We stay open throughout the academic year including vacation times – read our e-newsletters for opportunities we promote.
- Find job opportunities, events and book guidance appointments: [careers.hud.ac.uk](https://careers.hud.ac.uk).

## Term 3 and summer

### Prepare for graduate recruitment

Update your CV and/or LinkedIn profile on completion of your placement and before the start of your final year. See our online guides and appointments. [careers.hud.ac.uk](https://careers.hud.ac.uk)

### Use our resources


Practise psychometric tests, learn about new recruitment practices and prepare for interviews. [hud.ac/sgkq](https://hud.ac/sgkq)

### Prepare over the summer

Once you've finished your placement, use the summer to get ready to apply for grad roles or postgraduate study in September of your final year.

## Placement Year Career Timeline

The Careers and Employability Service have devised this timeline to help you focus on the steps you should be taking to improve your employability during first year. Get ahead and take a look at the full Careers Timeline series: [hud.ac/kfm](https://hud.ac/kfm)

 [hud.ac/careers](https://hud.ac/careers)

 [@HudUniCareers](https://www.instagram.com/HudUniCareers)

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