



## Spring 2017 Communications Workshops

Preparing for a Job Fair	1/12	4-5 p.m.
Resumes & Cover Letters ✓	1/17 & 1/19	10:30-12 p.m.
Preparing for a Job Fair (repeat of 1/12)	1/18	12-1 p.m.
Professional Communications Etiquette	1/20	9:30-10:30 a.m.
Resumes & Cover Letters ✓ (repeat for 11/17 A& 1/19)	1/23 & 1/25	3:30-5 p.m.
Preparing a CV ✓	1/27 & 1/30	4-5 p.m.
Conference Abstracts ✓	2/6 & 2/8	4-5 p.m.
Designing and Giving a Poster Presentation ✓	2/9, 2/14, 2/16, & 2/21	4-5 p.m.
Communicating Via Email	2/10	4-5 p.m.
English for Engineers ✓	2/13, 2/15, 2/17, 2/20, & 2/22	4-5 p.m.
Overview of Academic Paper Writing	2/23	4-5 p.m.
Writing a Publishable Paper ✓	2/28, 3/7, 3/9, 3/21, 3/23, 3/28, 3/30, 4/4, 4/6, 4/11, 4/13	4-5 p.m.
Discussing Research with Various Audiences <b>New!</b>	3/8	4-5 p.m.
Designing and Delivering Oral Presentations ✓	3/22, 3/24, 3/29, & 3/31	4-5 p.m.
Effective Graphics for Papers & Presentations ✓	4/3 & 4/5	4-5 p.m.
Writing & Responding to Manuscript Reviews ✓	4/10, 4/12, & 4/17	4-5 p.m.

**Register at: [engineering.purdue.edu/gradworkshops](http://engineering.purdue.edu/gradworkshops)**  
 Contact Joanne Lax ([jlax@purdue.edu](mailto:jlax@purdue.edu)) for more information

Note: Workshops with a ✓ after the title require attendance on all the dates listed