Option #1: Lifetime Employability
In your career development work to date, you have researched careers that interest you, and you have evaluated your strengths and weaknesses, comparing them to those required in the career you want. You may have worked with a mentor or networked with other professionals working in your desired career, and you are developing a resume and honing your interviewing skills. Soon you will apply what you are learning to your job search. This is a good time to also consider the skills and practices required for on-the-job success.

Note: If you wish to use a mentor who does not fit the above description, you must secure your instructor’s approval in writing before completing this project; send the individual’s name, title, and credentials to your instructor with a written request for an exception.

All careers are influenced by employment and business laws that affect hiring, employability, on-the-job behaviors, or termination. To complete this assignment, refer to your personal experience with business laws, acts, ordinances, or your anticipated/desired experiences and how employment and business laws affect you and your specific industry. You can also refer to information in the Student Career Center.

In the Student Career Center, (Links to an external site.) read Tips for Professional Success (Links to an external site.). Using a single example or multiple examples from your professional life now and/or in the past, or from your research, answer the following questions in a well-written paper. Be sure to provide detailed responses to these questions using specific examples and integrate your answers into a paper that flows smoothly.

Develop a well-written two- to three-page paper, not including the title or references pages, that includes the following:
Describe how domestic employment and business law will affect/impact you and the industry you are—or will be—working in.
Explain how you use critical thinking in decision making and problem-solving in your professional life.
Define the three most important elements of personal and professional etiquette that you employ in your professional life.
Create a personal ethics philosophy with regard to business or your field of choice. Explain how you would apply this philosophy in your daily life.
Outline your communication strengths in your professional life. Describe your weaknesses.
List the strategies you employ to stay on task and on time in your professional life. Explain how you manage your professional goals.
Use a minimum of three supporting references with at least one or two of those being peer-reviewed. These sources could relate to goal setting, professional goals, professional etiquette, decision making, or any other relevant aspect of career development.
Always follow the APA guidelines