# Career Development and Networking in Biotechnology and Related Fields

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| **Registration code** | | **Credits** | 1.0 |
| **Course Category** | Special courses | **Classroom** | LR5/Zoom |
| **Term (Semester) / Day / Period** | (Fall Semester) / Wed / 2（10:30-12:00） | | |
| **Instructor** | DAMNJANOVIC Jasmina, MATURANA Andres | | |
| **Contact** | DAMNJANOVIC:<br>Office: A212, 2F of the A bld., School of Agricultural Sciences<br>Phone: 052-789-4168, email: jasmina@agr.nagoya-u.ac.jp | | |
| | MATURANA:<br>Office: B424, 4F of the B bld., School of Agricultural Sciences<br>Phone: 052-789-5015, email: maturana@agr.nagoya-u.ac.jp | | |
| **Target Schools (Programs)** | AGR, PHARM, SCI, ENG<br>(undergraduate B3/B4, Master and Doctor course students) | | |

**●Aim of the Course**

The aim of this course is to provide students with necessary information and training to support their career development after graduation from the university. The students will have the opportunity to interact with instructors, classmates and invited guests with diverse careers in the field of biotechnology. In addition, this course is run as part of the COIL (Collaborative Online International Learning) program with North Carolina State University (NCSU), with a purpose to provide the students with more opportunities for professional development, interaction and networking.

**●Objectives of the Course**

After completing this course, the students are expected to have acquired necessary skills in professional communication and preparation of application documents for job search, interview skills and networking. Through 3 panel discussions with biotechnology professionals, the students will also gain insight into different career options in the biotechnology field.

**●Course Prerequisites**

None

**●Course Contents**

1. Finding job postings and professional communication
2. Resume and cover letter training
3. Panel 1&2: Academic and other biotech careers
4. Resume and cover letter peer review
5. Effective interview strategies
6. Panel 3: Clinical careers
   (COIL with NCSU)
7. Networking,
   LinkedIn profile review
8. Peer interviews,
   Resume review
   (COIL with NCSU)
9. Mock interviews with career professionals
   (COIL with NCSU)
10. Panel 4: Biotech industry careers
    (COIL with NCSU)
11. Biotech industry round-up
    (COIL with NCSU)

**● Course Evaluation Methods**

Attendance 30%
In-class activity 30%
Homework 40%

**● Notice for Students**

1. Teaching materials
   We will use TACT (Tokai Academic Combination Tools; https://tact.ac.thers.ac.jp/portal) to distribute all course-related materials, including recorded lecture videos and handouts, and for relevant communication. TACT will be also used for uploading and submission of the homework.

2. Course format
   - Asynchronous. Recorded lectures will be available via TACT one day before the schedule. On the day of the lecture, you are expected to watch the lecture in the morning and work on your assignments. You are strongly encouraged to communicate with the instructors (by email or scheduled meeting) to clarify the lecture contents and any issues related to your homework, or discuss any related topic.
   - Synchronous. The class will be held from 10:30-12:00, unless otherwise specified, on-site or via Zoom, as indicated by the schedule which will be announced later.

3. Attendance
   If you cannot attend class or you cannot complete your assignment by the deadline, you should contact the instructors as soon as possible by email.

4. Class schedule
   Detailed schedule of the class will be announced separately.

5. Academic honesty
   Copying (including plagiarism) will not be tolerated in this class.

6. Course Withdrawal
   Students who wish to withdraw from the course will have to contact the instructors by **October 15, 2025**.

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| **Textbook** | N/A |
| **Reference Book/s** | To be announced. |