Information at Evans Library

Your instructor has asked you to include research and statistics from government resources for your research paper. What resources are available through the Evans Library?

The Evans Library is a Federal Depository Library and provides access to thousands of government publications.

Take a look at the newly created Government Information Research Guide! From the library's home page at http://lib.fit.edu, you can access this information:

- **Quick Start** provides an overview of government resources available at Evans Library together with links to government websites covering research, business and general topics.
- **Research Guide** offers direction on finding government resources covering a variety of topics and disciplines.

We hope you find this newsletter valuable to you. It contains information you’ll need to know about the term calendar, financial aid and other areas for your successful pursuit of your degree.

If you have suggestions about additional information this newsletter should contain, send this information to Stevie Pursell, who is our student newsletter editor, at spursell@fit.edu.

If you have any questions, I am here to help. I can be reached at (321) 674-8766 or at cdavis05@fit.edu.
Social Media—Best Practices for your Job Search

Use the social media “power trio” of Facebook, LinkedIn and Twitter to make connections that can jump start your job search.

Facebook:
Consider having two Facebook accounts, one that is professional and one that is personal and use your professional account to interact with employers or other professional contacts. Like employer pages, join employer groups and become friends with recruiters at your target companies. When posting status updates, keep them professional, relevant and avoid the mundane everyday activities that may cause your friends to tune out. Avoid negative postings or comments about your current employment or job search and about sensitive issues such as political topics that could offend a potential professional contact. Finally, never post personal photos on your professional Facebook account and be careful that photos on your personal Facebook account are not risqué or questionable. Potential employers check their candidates’ Facebook accounts and it is always possible they could find your personal page.

LinkedIn:
Make sure your profile is complete and that you keep it updated with any new accomplishments or job titles. Join groups that are related to your career field and comment on discussions and post discussions or share items that will be of interest to the group. Join alumni groups to network with previous graduates who are working at your target companies. Find employers and recruiters at your target companies on LinkedIn and ask to connect with them. When you apply for positions at that company, contact your LinkedIn connection and ask for advice or more information about the company.

Twitter:
Many companies now tweet their job openings and recruiting events so follow companies that interest you to keep updated on new positions. Follow employees at your target company and respond to their tweets with professional and relevant information. Join communities where you can interact with other professionals in your target career field and become engaged in their conversations. When posting your own tweets, keep them professional and showcase accomplishments and achievements in your field. As with Facebook, avoid tweeting personal information, negative comments or mundane everyday information.

Register with Career Management Services

Career Management Services encourages online students to register with Career Management Services on eRecruiting (powered by Experience) to search for jobs and internships targeted to Florida Tech. To register now on eRecruiting, go to http://fit.experience.com and use the password token “panther” to get started. Career Management Services also offers the following resources specifically for online students:

Career Shift
Looking for a job in a particular geographic area or looking for contacts who can help you in your job search? Florida Tech Career Management Services is pleased to offer CareerShift to online students to assist them in conducting a targeted job search.

CareerShift offers the most comprehensive online resource, designed to support the #1 request of job seekers: an easy to use website to conduct and organize their job search. CareerShift’s set of tools and applications provide a very unique opportunity to job hunters. While other web services provide bits and pieces of the job hunt process, only CareerShift provides an easy-to-use approach for bringing all these parts together to crack the “hidden job market” and for managing the job hunt all in one place.

Sign up with Career Shift now!
• Go to http://fit.careershift.com
• Click sign up.
• Fill out required information using your myfit.edu or fit.edu email address.
• Select a security question and answer.
• Answer the human verifier question.
• Check user agreement.
• Click Next. Answer required questions.
• You will be brought to your CareerShift account.
• Questions can be directed to admin@careershift.com or call Toll free (888) 232-0632.

Optimal Resume
Another valuable resource for online students is OptimalResume. OptimalResume is the leading online service for university students to build top-quality résumés. Students have the ability to easily create, customize and distribute résumés including the ability to create an interactive personal résumé website that could be shared with an employer. Creating a résumé with OptimalResume.com could not be easier and is accomplished with step-by-step instructions, intuitive examples, career exploration tools, action words, automatic spell checking and a myriad of styling options to make each résumé the best presentation possible. OptimalResume also offers a state-of-the-art practice interview program to students. With this interview practice program, users gain valuable interview skills before ever stepping foot into an employer’s office. The application offers tough-case sample interviews conducted by professional actors to simulate a live interview situation. A Virtual Coach helps to understand what is behind the question and offers strategies for how to position answers. To take advantage of these services, go to https://fit.optimalresume.com and use your myfit.edu email address to register for services.

For more information, go to www.fit.edu/career.
Financial Aid Corner

2012–2013—FASFA FILERS

All student financial aid applicants are encouraged to use the “IRS data retrieval process” when completing the FAFSA for the 2012–2013 award year.

It is best to file taxes as early as possible and use the IRS data retrieval function, which is expected to be available on Feb. 1, 2012, to populate student and/or parent tax information. If this process is followed, and no changes are made to the IRS data at FAFSA on the web, it will not be necessary to provide copies of student and/or parent tax returns to the Financial Aid Office. Use of this process will also facilitate the financial aid awarding process.

- The FAFSA application will ask for details about the tax filer to determine if the IRS data retrieval process will be accessible to the tax filer. Not all applicants will be able to utilize this process. If the IRS data retrieval process is available, just select that option as you complete your FAFSA.

If the retrieval process is used, the results will arrive at the Financial Aid Office sooner than if the data is entered by the applicant.

VA Base

Questions about your veterans’ education benefits? Contact your VA representative, Andrea Morley, at (321) 674-8204 or amorley@fit.edu.

ATTENTION! CHANGES TO POST-9/11 ACT TAKING EFFECT

For information on the changes coming to the Post-9/11 Veterans Educational Assistance Act, go to www.gibill.va.gov/benefits/post_911_gibill/index.html. There are many changes taking effect, so please become aware.

Starting August 1, 2011

Tuition & Fees

Payment of tuition and fees at private institutions under chapter 33 will be limited to $17,500 per academic year (Aug. 1–July 31).

- In essence, for students who are eligible at the 100% level, the VA will pay the school for the full cost of the student’s tuition and fees until a total of $17,500 per academic year has been paid.

Starting October 1, 2011

Book Stipends for Active Duty

- Allow students on active duty to receive a books and supplies stipend. The books and supplies stipend pays $41.67 per credit certified, up to 24 credits for the academic year. The maximum stipend is $1,000 per academic year.

BAH or Housing Allowance

- The housing allowance is now payable to students enrolled solely in distance learning. The housing allowance is ½ the national average BAH for an E-5 with dependents (the rate would be $673.50 for 2011).
- The amount of $673.50 is only for those who are considered at the 100% level. If they are at another percentage level, the VA will pay the appropriate percentage. Example: At the 80% level, the student would receive $538.80, 70% would be $471.75 and so on.
- A student must be enrolled full time in order to receive the housing allowance.
### IMPORTANT DATES

<table>
<thead>
<tr>
<th>Term</th>
<th>Spring 2012</th>
<th>Spring 2013</th>
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<tbody>
<tr>
<td>Spring Term</td>
<td></td>
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<tr>
<td>Spring 1 8-week class start</td>
<td>Jan. 9, 2012</td>
<td>Jan. 7, 2013</td>
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<tr>
<td>Spring 1 8-week class end</td>
<td>March 4, 2012</td>
<td>March 3, 2013</td>
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<tr>
<td>Spring 2 8-week class start</td>
<td>March 5, 2012</td>
<td>March 4, 2013</td>
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<tr>
<td>Spring 2 8-week class end</td>
<td>April 29, 2012</td>
<td>April 28, 2013</td>
</tr>
<tr>
<td>Summer Term</td>
<td>SUMMER 2012</td>
<td>SUMMER 2013</td>
</tr>
<tr>
<td>Summer 1 8-week class start</td>
<td>April 30, 2012</td>
<td>April 29, 2013</td>
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<tr>
<td>Summer 1 8-week class end</td>
<td>June 24, 2012</td>
<td>June 23, 2013</td>
</tr>
<tr>
<td>Summer Break</td>
<td>1 week</td>
<td>1 week</td>
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<tr>
<td>Summer 2 8-week class start</td>
<td>July 2, 2012</td>
<td>July 1, 2013</td>
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<tr>
<td>Summer 2 8-week class end</td>
<td>Aug. 26, 2012</td>
<td>Aug. 25, 2013</td>
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<tr>
<td>Fall Term</td>
<td>FALL 2012</td>
<td>FALL 2013</td>
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<tr>
<td>Fall 1 8-week class start</td>
<td>Aug. 27, 2012</td>
<td>Aug. 26, 2013</td>
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<tr>
<td>Fall 1 8-week class end</td>
<td>Oct. 21, 2012</td>
<td>Oct. 30, 2013</td>
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<tr>
<td>Fall 2 8-week class start</td>
<td>Oct. 22, 2012</td>
<td>Oct. 21, 2013</td>
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<tr>
<td>Fall 2 8-week class end</td>
<td>Dec. 16, 2012</td>
<td>Dec. 15, 2013</td>
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<tr>
<td>Fall Break</td>
<td>3 weeks</td>
<td>3 weeks</td>
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### Institute of Management Accountants Chapter

The Organization of Business Professionals at Florida Tech is in the process of affiliation with the Institute of Management Accountants (IMA) to become the first university club formed with the goal of including students from across both the virtual and physical campus.

The IMA has promoted accounting, finance and information technology for almost a century and boasts over 60,000 members across the globe. Students interested in these areas of business are encouraged to join this university organization where they can network with fellow students with similar interests and get together with like-minded professionals at meetings across the globe. One of the reasons affiliation with IMA is so important is the opportunity to attend regional and international meetings where students from the physical and virtual campuses can meet one another and other IMA members from organizations around the world.

The Mid-Florida Chapter of the IMA has agreed to sponsor the Florida Tech chapter. Currently, a group of Melbourne campus students are serving as officers of the new organization. Charter members are being solicited from across the virtual campus. Once the group reaches a viable number of members, official affiliation with IMA as a student chapter will be completed, and election will be held to determine officers for next year.

To become a charter member of this organization, go to the IMA website at http://imanet.org/ima_home.aspx and join IMA. You may choose to affiliate with the chapter nearest your location. Students who take one online class each 8-week session are eligible for the very affordable student membership in IMA even if they work full time as well. Once you’ve joined, email Matt Flanigan at mflanagan2009@my.fit.edu with your IMA member number. He will send you instructions for registering as a member of the group on the Florida Tech Org Sync. Once the group is officially recognized as a student chapter of IMA, virtual meetings will be announced and organized, the executive board will decide on activities and set the level of nominal dues to support the student chapter.

### FYI Policy for Students

**Policy regarding math and communication required courses**

The term after completing the diagnostic assessment as part of ASC 1006, Mastering e-learning (typically this would be the student’s second term), depending on the results of the diagnostic assessment, students must register for either a math course

- **MTH 0003 Basic Algebra**
  (3 credit hours but credits may not be applied to any Florida Tech degree)

- **MTH 0111 Intermediate Algebra**
  (3 credit hours but credits may not be applied to any Florida Tech degree)

- **MTH 1701 College Algebra**
  (3 credit hours)

or a communication course

- **COM 0110 Basic Writing Skills**
  (3 credit hours but credits may not be applied to any Florida Tech degree)

- **COM 1101 Composition and Rhetoric**
  (3 credit hours)

The following term, the student should register for whichever one (MTH or COM) was not yet taken. Both sequences of courses should be finished by the end of the first year. Students who have applicable transfer credits in the MTH and COM area should complete whatever requirements are missing by the end of the first year.