

[Hello Real World] May 2007 Mentor Quarterly

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Welcome to HELLO REAL WORLD Quarterly for the Mentor

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1. HRW! Blogtastic blog quarterly summary for an extra helping of great tips!
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The HELLO REAL WORLD! blog is organized according to the parts in the book plus one bonus category on networking. I call networking “the art of mingling” in my book. Because there are so many nuances to the word, I thought it deserved its own category.

Please visit <http://hellorealworld.blogtastic.com/>

Check out these May blog bites below:

Great Move by Student: Creating Opportunities

What a great idea! I received an email from the president of the local alumni group a couple weeks ago. His email included the forwarded resume and brief email introduction from a current student at my alma mater seeking an internship. The student showed great initiative in contacting the local president. As a result, his resume was shared with the over 500 strong alumni membership of this local group. The student had nothing to lose and much to gain by asking for help. I referred him to an opportunity, and perhaps a couple other alumni did too. Very few emails of this nature come through the alumni email blasts. This was a creative way for the student to open opportunities for himself.

Bad Move by Student: Asking Too Late

I was coordinating an internship recruitment earlier this month and delivered the bad news to a candidate who was not selected. He replied my email and asked for feedback. I had no feedback to offer because I was not involved in his interview. While I could have ignored his email, I really respected that he wanted to know how to improve and solicited my boss for a proper response. The gist was that for internships, our organization does not offer formal feedback and that the bottom line was that he may have been a strong candidate but just was not considered the best from that candidate pool. I explained the above and suggested that in future he should contact his interviewer directly rather than contact me, the messenger. He thanked me and then asked me for his interviewer's email and phone number. At this point, my goodwill had faded. I felt as if I was a mother being asked a question from her child that the father had answered on behalf of both of us already. In other words, the interviewer may have refused to release his contact information. Some professionals are protective of their contact information. I did not feel right releasing his information without first asking permission. So, rather than continue the multi-step process of asking, waiting, and then relaying the interviewer's contact information, I simply forwarded the email from the student.

In my opinion, the student asked too late. He had a few options: 1) he should have asked for the interviewer's business card during the interview. Most interviewers will grant this request. This card provides him the ticket to writing a proper thank you letter and asking for feedback if bad news is received. While the student knew to ask for feedback when things didn't go his way, where was his foresight in writing a thank you note? If he didn't have the interviewer's contact info this late in the game, he obviously neglected this formality. Option 2) It probably does not hurt to ask the go-between person. Most may not think about the request as much as I did. However, had the professional really refused to release his information, the student may get the go-between person in trouble. In general, it's common courtesy to ask permission before releasing someone's information. The real option 2 is for the student to be more creative about attaining the information. If he knows the first and last name of the interviewer, which he did, and he finds out another person's email, he can use the formula to generate the interviewer's email. Organization emails are commonly standardized to reflect a combination of a person's first and last name or initials, sometimes joined by underscore or dot. For the phone number, he can try calling the general line and ask to be transferred to him. In this way, he solves his own problem and does not put anyone else on the line.

Business English vs. Business Math

While business math definitely seems to be a way dumbed down version of the math realm, business English is not as simplified as you may think. Proper grammar and spelling rules still hold and are important as a reflection of the writer. Your credibility is hurt (a little or a lot) in proportion to the number of English errors you write. From a productivity standpoint, misuse of the English language can really slow down the person who receives your memo. It takes time (and often a call back to you) to interpret what you really meant when you wrote a sloppy word or phrase.

Take a look at the following [list](#) to see how many terms you may have been confused about, and make the investment now to learn the right way.

Here are a few that I've seen in recent emails:

-Can we interview the perspective candidates? Actually, they are the prospective candidates. Perspective refers to someone's viewpoint.

-There are alot/allot of reports. Actually, there are a lot of reports. "A lot" is two words. Allot is a verb that means to allocate.

Also, last quarter:

Networking Sensitivity-Letter

Bonding Over Cussing

What Were They Thinking?

View those articles at <http://hellorealworld.blogtastic.com/>

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2. A great graduation gift idea!
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If you just graduated or are about to graduate, congratulations!!

If you know any high school seniors, get them a copy of HELLO REAL WORLD! so that they can get a jumpstart on their college and professional careers.

If you know any college seniors (particularly those still on the job hunt), hand them a copy too.

For less than the price of two movie tickets or a nice dinner, you can give yourself or a friend the gift of a great foundation to their career.

Visit <http://www.hellorealworld.com/index.php> or www.Amazon.com for product information.

Discounts available on bulk orders. For inquiries, please contact Jengyee@hellorealworld.com

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3. 2-part radio interview about finding internships and what happens when you get there
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Part 1: finding opportunities

Find out what the best approach to the job search is in this first session.

<http://www.globaltalkradio.com/shows/callingallauthors/>

Click on the March 27, 2007 show. Note: my segment comes on about 20-minutes into the show. Interview lasts around half an hour.

Part 2: discussion of what happens on-the-job

Find out what the student's and the employer's greatest pitfalls are in this second session.

<http://www.globaltalkradio.com/shows/callingallauthors/>

Click on the May 15, 2007 show. Interview lasts around half an hour.

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4. Advice for mentors with protégés with jobs.
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As students enter the workplace, they may be paired with big buddies. Some of them may be confused about the difference between you and their big buddies at work. You may want to initiate dialogue about the importance of each resource and which situations are more appropriate to raise with one party than another.

In general, big buddies are great resources for questions about company-specific policies and norms. However, for more sensitive matters, such as any conflicts with the boss or discomfort with perceived politics, an external mentor would be more appropriate to insure confidentiality of the issue. It is great that students have an outlet to ask you when things do not make sense at work.

For additional insight on the new employee side of things and tips on how to help your protégé manage his/her big buddy, reference Part 4: Once You Are There: Shining at Your New Job from HELLO REAL WORLD! A Student's Approach to Great Internships, Co-ops, and Entry Level Positions by Jengyee Liang; www.hellorealworld.com

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5. Advice for mentors with protégés without a job YET.
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Summer is almost here, and your protégé may be feeling anxious about not having a job lined up. You can encourage him/her to continue the search. It is not too late. Some employers actually wait till summer to identify internship openings. Also, remind the student about all the resources that are available to him/her. Perhaps, you can help the student find a job. Or, their parents, relatives, or neighbors may have opportunities but haven't been asked yet. Review the option to work for no pay as a way to gain experience now and get that great pay later.

For additional insight on the new employee side of things, reference The Job Hunt from HELLO REAL WORLD! A Student's Approach to Great Internships, Co-ops, and Entry Level Positions by Jengyee Liang; www.hellorealworld.com

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6. Your feedback appreciated.
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This is the sixth issue ever of this newsletter. Remember, you can view back issues by visiting <http://www.hellorealworld.com/newsletter.php>. Please share with me over email: Jengyee@hellorealworld.com what is or is not working for you and what you would like to see in future blog entries or newsletters. The next quarterly will be published in August.

Also, if you benefited from the tips in my book, I would appreciate your recommendation to friends and a www.Amazon.com customer rating! Thanks for reading, and have a great summer in the real world!

Jengyee Liang, author & speaker
HELLO REAL WORLD!
www.hellorealworld.com

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