1. The all-important job market paper.
   - Concentrate on writing a good paper – that is what you can control!
     - Create and crystalize the main point of your paper early on.
     - On Writing Well: The Classic Guide to Writing Nonfiction
   - Carefully read “The Ten Most Important Rules of Writing Your Job Market Paper”

2. Your CV and how to write it. Your web-page and how to construct it.
   - Your CV and web-page should be professional; they are your calling cards. You should use the templates on our website http://economics.harvard.edu/pages/job-market-information (read the instructions) for the Department CV packet.
   - What are “fields”?
     - Determine now with your advisors what field(s) you will fit in. Consider branding to broader fields.
   - How many references do you need?
     - At least three; can have four. Teaching References are often used especially for B.Schools
   - The CV for the Oct. Department Meeting must be given to Brenda by October 20. You will have several more days after the meeting to submit the final draft.

3. Your advisors
   - When to see them: as soon as you have something to talk about, which should be NOW
     - August 15: Date to confirm committee
     - Coordinate a group advisor meeting by mid-September.
   - What to talk with them about: whether they think you are ready and realistic placement goals.
   - What to expect of them: reference letters; guidance on your paper, seminar, and where to apply for jobs.

4. Jobs
   - What do you want (e.g., academic, B-schools, policy schools, non-academic, consulting, Industry, government, international; geographic and personal constraints)
   - What do you think is reasonable and what do my advisors think is reasonable; discuss expectations.

5. What does the Placement Committee do?
   - Keep you on track
   - Advise you on the logistics of the Job Market and help you be as professional as you can be
   - From early November to late December we will be contacted by prospective employers to discuss job market candidates.
   - Coordinate faculty paragraphs for Oct. Department Meeting.
   - Most importantly, remind you to stay clear of Job Market Rumors

6. Resources and other issues
   - Job Market Webpage
   - Presentation/Interviewing Consulting (Dale DeLetis)
   - Faculty Mock Interviews
   - Peer Spiel Sessions