

Sample PD Program Seminar Schedule

DAY 1

Time	Seminar
9:00 – 9:30	Introduction
9:30–10:45	Preparing for the Australian Workplace
11:00 – 12:15	Exploring cross-cultural communication: Your first day at work
1:00 – 2:00	Finding Work in Australia: Job Search Strategies
2:00 – 3:00	Exploring cross-cultural communication 2: Making “small talk” at work
3:15 – 4:30	Customer Service and Telephone Skills
4:30-5:00	Preparation for the PD Program Internship Interviews

DAY 2

Time	Seminar
9:00 – 11:15	Business Writing
11:30 – 12:45	Exploring cross-cultural communication 2: Work competencies
1:30 – 2:30	Advanced Interview Skills
2:45 – 4:15	Network for Success
4:15 – 5:00	Preparing for the Graduate/Alumni Panel

DAY 3

Time	Seminar
9:00 – 9:15	Information on the PD Program after the 3 days
9:15 – 10:30	Mock Interviews
10:45 – 11:15	Preparing for your internship at UNSW
11:15 – 12:00	Professionalism & business etiquette
12:45 – 1:45	Speed Networking with PD Program interns from the previous semester
2:00 – 3:45	Employer and Graduate Panel
3:45 – 5:00	End of Seminar Program Networking Event