

# 3 Key Strategies

## 1. Write for a SKIM.

Bullet point followed by **strong, active verb**—See Examples

- ▶ Create
- ▶ Evaluate
- ▶ Analyze
- ▶ Present
- ▶ Prototype
- ▶ Design
- ▶ Strategize
- ▶ Communicate
- ▶ Lead

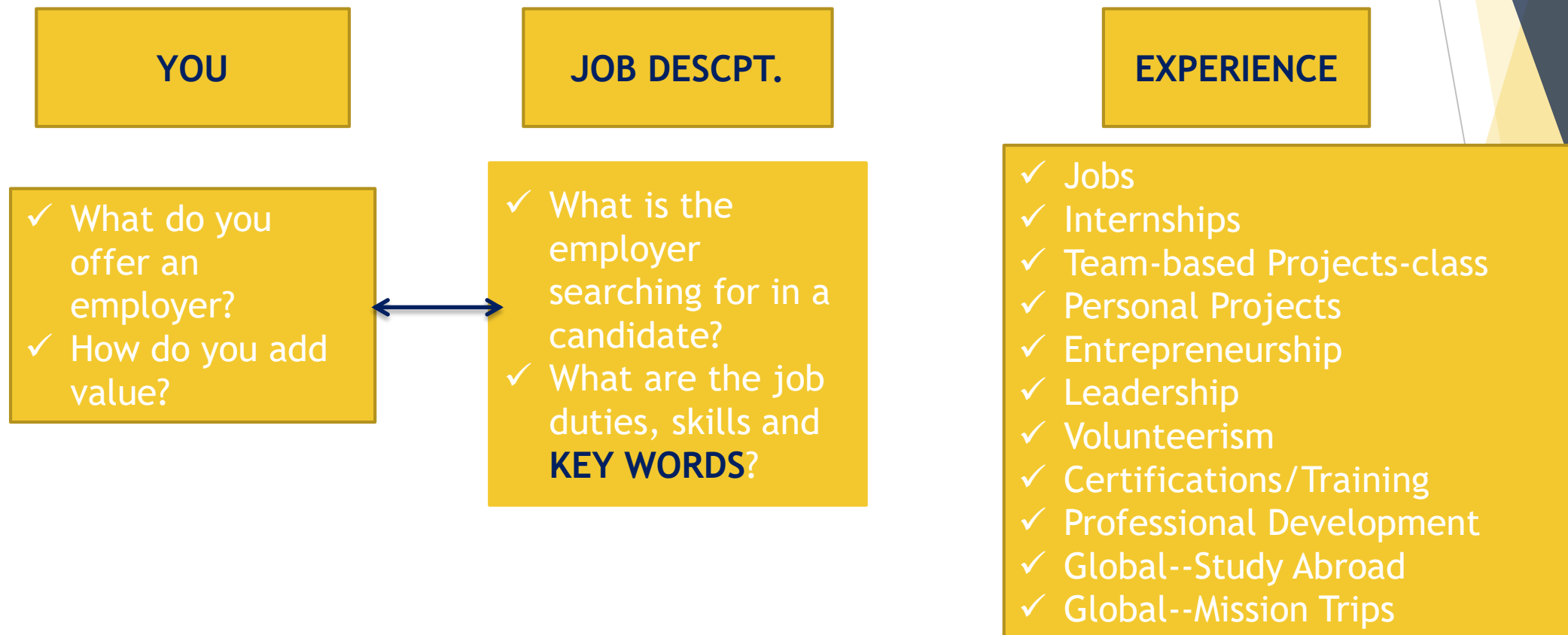
### INCORPORATE CAREER READY SKILLS/ WORDS....

- ✓ Problem solve
- ✓ Lead
- ✓ Team
- ✓ Communicate
- ✓ Technical Savvy
- ✓ Global Awareness
- ✓ Flexibility/Adaptability
- ✓ Initiative



# 3 Key Strategies

## ▶ 2. Customize for AUDIENCE and PURPOSE.



# 3 Key Strategies

## ▶ 3. Share RESPONSIBILITIES AND RESULTS.

