Google Yourself

Have you used a search engine, such as Google.com, to see what information is available about you on the Internet?
❑ Yes ❑ No

Is There Anybody Out There?

Do you belong to a social networking site (e.g. Facebook, Pinterest, LinkedIn, Twitter, GooglePlus, etc.)?
❑ Yes ❑ No

For each site you belong to, would you be comfortable if an employer were to see your:

Profile?
❑ Definitely ❑ Give me a half-hour ❑ Inappropriate content

Pictures?
❑ Definitely ❑ Give me a half-hour ❑ Inappropriate content

Groups?
❑ Definitely ❑ Give me a half-hour ❑ Inappropriate content

Friends’ Comments?
❑ Definitely ❑ Give me a half-hour ❑ Inappropriate content

Friends’ Profiles?
❑ Definitely ❑ Give me a half-hour ❑ Inappropriate content

Where’s My Resume?

❑ Career Connections (Career Center’s online job database: https://www.westfield.ma.edu/careercenter )
❑ Monster.com ❑ Careerbuilder.com
❑ Other ____________________________

• Is your resume on these site(s) current?
❑ Yes ❑ No

• Are you familiar and comfortable with the site’s privacy policy?
❑ Yes ❑ No ❑ I don’t know

• Do you know when the resume will be removed from the site(s)?
❑ Yes ❑ No ❑ I don’t know

• Do you want all of your contact information to be viewed?
❑ Yes ❑ No ❑ I don’t know

Action Plan

Are you comfortable with the image of yourself that you are projecting through the Internet?
❑ Yes ❑ No

If you answered “No,” what steps do you plan to take to increase your level of comfort with your personal Internet presence?

• What could you fix immediately? What might take ongoing maintenance?

• Is there anything that you would like to discuss with a career counselor in the Career Center?