Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Instructor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Score: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Instructor Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Quiz Chapter 9 – Launch

**True/False**

1. Reviewing advertised jobs in local trade magazines is not an effective method for identifying job leads.
2. Creating an entrepreneurial venture while conducting a job search will send mixed messages to a potential employer and lessen your chances of finding paid employment.
3. Networking efforts for adults who are re-entering the job market are not as critical as they are for new college graduates.
4. Exercising regularly will help relieve the stress of a job search.
5. A follow-up thank-you note is not a good idea for a recruiter contact that you meet at a job fair since the contact is only temporary.
6. A networking relationship must be reciprocal to work effectively.
7. Sending an interesting and relevant article to a networking contact will make you look desperate for a job.
8. A general interview format consists of questions that are consistent and asked of all applicants.
9. An employer will let you know ahead of time if he or she plans to ask you an illegal question in an interview.
10. It is illegal to discriminate in any aspect of employment including job advertisements and testing.

**Multiple Choice**

1. Which of the following is true about “hidden” jobs?
	1. 50% of available jobs are considered hidden
	2. A strong network will increase your access to hidden jobs by 10%
	3. Word-of-mouth will give you access to 20% of hidden jobs
	4. 75% of jobs are considered hidden and not advertised
2. If you are not getting called for interviews, redo your:
	1. List of references
	2. Application
	3. Resume and cover letter
	4. Cover letter and thank-you note
3. If you are getting interviews, but not offers:
	1. Embellish your qualifications in future interviews
	2. Submit a new list of references
	3. Review your interviewing skills
	4. Request a second interview
4. Which of the following is not likely to happen to a career changer who has been out of work for several years? He or she will likely:
	1. Enter at a higher pay rate
	2. Report to someone younger
	3. Start at an entry-level job
	4. Take a pay cut
5. A person who seeks out ways to connect to nature and the local community is focused on:
	1. Emotional wellness
	2. Social wellness
	3. Occupational wellness
	4. Spiritual wellness
6. Completing a Sudoku puzzle everyday can improve your:
	1. Physical wellness
	2. Intellectual wellness
	3. Occupational wellness
	4. Social wellness
7. All of the following can take place at a career fair except:
	1. An informational interview
	2. A résumé review
	3. Job leads
	4. An industry site visit
8. The following behavior will not nurture a networking contact:
	1. Asking for a 20-minute informational interview
	2. Offering to volunteer for a company fundraising event
	3. Asking for a job after your first meeting
	4. Asking questions to help you learn more about the company
9. “Elevator pitch” is:
	1. The volume level in an office building elevator
	2. The height your shoes should be for an interview
	3. A short and concise marketing statement
	4. What you do in an elevator after a stressful interview
10. Which of the following is an illegal question?
	1. Tell me about yourself?
	2. Are you married?
	3. Are you available to work weekends?
	4. How do you handle stress?

**Short Answer**

1. What is one thing you can do to “stay engaged” when you are unemployed and not having any luck finding a job?
2. What types of questions are designed to help an interviewee relax at the beginning of an interview?

**Completion**

1. A job-search plan is \_\_\_\_\_\_\_\_\_\_\_\_and short-term.
2. A STAR format is a good method for responding to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ interview questions.