

Spring 2021 IGNITE Event Schedule



IGNITE is a professional development program for students. **All students are welcome to attend events unless otherwise noted.** College of Business majors can join the IGNITE program to earn points towards a certificate (IGNITE point values listed below).

***Reservations are required through the JCB App or an online link.**

(Download the free JCOB app from the app store! – Search for MTSU Business or MTSU Jones College of Business in the app store).** If you do not want to download the app, you can register from a computer on this link: <https://mtsu.edu/workshops/list>

**** All events are scheduled on Zoom or another virtual platform this spring semester. Students must register for all events. In order to get the link for the event, register no later than 24 hours before the event.**

Earning Credit for Attendance:

- **Students should arrive on time – LATE ENTRY IS NOT ALLOWED.**
- **Student attendance will be recorded through Zoom (and other virtual apps used for events). Note that time a student spends in the event will be recorded.**
- **Credit for attendance is earned only for those students who stay for the entire event.**
- **Students should sign up for events they know do not conflict with their schedules!!**

Zoom/WebEx/Handshake Etiquette

- Be mindful of your background and surroundings. Be sure there is nothing distracting (or not professional) in the background.
- Mute your microphone.
- Raise your hand or use the “raise hand” feature when you have a question or comment.
- Remember these sessions are for professional development; practice this through appropriate dress, background (actual/virtual), and your attention through the event.

Questions? Problems using the app or online link to register? Contact Donna Gunter in the Department of Management office (BAS N121) or at donna.gunter@mtsu.edu or phone 615-898-2736.

IGNITE is sponsored by:



DATE	TIME	EVENT TITLE	LOCATION
TBA	TBA	First Horizon Virtual Sessions. See the last page of the schedule for options. You may complete no more than 3 of these TBA activities for credit for IGNITE. (The last day for completion of these events for IGNITE credit is April 20 th .)	TBA
Wed 2/3	3:00 – 4:00 pm	Wait! We have a Career Development Center? - Introduction and Q & A with Career Advisors from the MTSU Career Development Center. Learn about free services for MTSU students and alumni like job search coaching, career exploration, and resume/cover letter/grad school application prep! Presented by Kathy Irons, Career Development Center. (10 pts)	Zoom
Thurs 2/4	4:30 – 5:30 pm	Resume Workshop and Interview Preparation – Students will participate in a group presentation delivered by the career development office. Topics covered will be best practices for creating a resume and interview skills. Students will be given pertinent information to follow-up with career development office for individual feedback – Open to all majors. Register by e-mailing sarah.glass@mtsu.edu This event is sponsored by Gamma Iota Sigma (10 pts.)	Zoom

Tues 2/9	10:00 – 11:00 am	SMART Goals – During this event, you will learn how to turn your current goals into SMART goals. Presented by Mr. Thom Coats (10 pts.)	Zoom
Tues 2/9	6:00 – 7:30 pm	Microsoft Excel Basics - Microsoft Excel can be daunting. Excel expertise is often crucial to gaining employment in a wide range of industries, and it's extremely valuable to have on your resume. In this workshop, you'll begin with basic Excel concepts, including viewing data, formatting data, performing calculations, and using formulas. The session will be project-based, working with an existing dataset, so you can either practice using Excel or follow along by watching. Presented by Dr. Richard Tarpey. (10 pts)	Zoom
Wed 2/10	3:00 – 4:00 pm	Jobs, Events, and Fairs, Oh MY! Handshake: What is it and how do I use it? Presented by Beka Crocket from the Career Development Center. (10 pts)	Zoom
Thurs 2/11	9:40 – 10:40 am	Top 10 Interview Questions and What Employers Want to Know from Your Answers. Find out what employers want to know to be more prepared to interview at this workshop. Presented by Jean Wilson. (10 pts.)	Zoom
Thurs 2/11	4:30 – 5:30 pm	Mock Interviews – Want to practice your interview skills in a safe and casual environment? Check out the mock interviews, where executives and working professionals will meet one-on-one with students to provide direct interview feedback. Students will have an opportunity to ask questions and professional development tips. This event is sponsored by Gamma Iota Sigma. (10 pts.)	Handshake
Tues 2/16	4:30 – 5:45 pm	Prepare to Put Your BEST Foot Forward - Strategize to effectively market yourself at the BEST Career and Internship event. Presented by Laura Buckner, Jean Wilson, and Beka Crocket. (10 pts.) NOTE: BEST (3/16) Preparation event!!	Zoom
Fri 2/19	5:15 – 6:30 pm	Blue Raider Networking Event – for all with an interest in careers in Economics, Finance, Insurance, Investing, and Real Estate. Zoom meeting and break-out rooms for small group discussions with executives and recent grads in these careers. Hosted by clubs in the five career areas. Registration required to get the link and executive bios. Register by emailing Sarah Glass at Sarah.Glass@mtsu.edu by Feb 16 th @ 11:55 PM CST. (10 pts.)	Zoom
Tues 2/23	4:30 – 5:30 pm	LinkedIn Rock Your Profile. LinkedIn has become a pivotal part of the corporate world, and a strong profile is necessary to enhance employment brand, improve public image, and increase candidate engagement. This training will review the necessary steps to creating a strong LinkedIn profile. Facilitated by Jean Wilson. Led by Jessica Engelhard, Change Healthcare (10 pts)	Zoom
Wed 2/24	11:00 am – 12:15 pm	Prepare to Put Your BEST Foot Forward - Strategize to effectively market yourself at the BEST Career and Internship event. Presented by Laura Buckner, Jean Wilson, and Beka Crocket. (10 pts.) – NOTE: BEST (3/16) Preparation event!!	Zoom
Wed 2/24	11:00 am – 12:00 pm	Overcoming Challenges in Small Business Ownership. Dennis Gupton, small business owner and instructor in the Department of Management, provides an overview of challenges that new entrepreneurs face and ways to overcome them. (10 pts)	Zoom
Thurs 2/25	4:30 – 5:40 pm	Introduction to Financial Wellness- What does financial wellness really mean, and why is this concept so important? Get answers to these questions, and learn the benefits to financial wellbeing. Presented by Donna Spears and Jay Jackson from First Horizon (10 pts)	WebEx
Tues 3/2	6:00 – 7:30 pm	Microsoft Excel Data Visualization – With a knowledge of basic Excel concepts (viewing data, formatting data, performing calculations, and using formulas), this workshop progresses to review data visualization using Excel. The workshop will cover charting and graphing techniques. The session will be project-based, working with an existing dataset, so you can either practice using Excel or follow along by watching. Presented by Dr. Richard Tarpey. (10 pts)	Zoom
Wed 3/3	10:00 – 11:00 am	How to Develop Your Elevator Pitch - Everyone needs to be able to explain what they do and why it matters. During this event you will learn what is an Elevator Pitch and how to develop your pitch. Presented by Mr. Thom Coats. (10 pts)	Zoom

Tues 3/9	10:00 – 11:00 am	Meeting Preparation Leveraging LinkedIn - It is not enough to just have a LinkedIn profile, but you should know how to use the platform as a tool. Here are the key things that you can expect to learn: how to use the advanced search function in LinkedIn to prepare for your next job interview, sales call or professional meeting; how to read the different sessions of LinkedIn to understand the story that the person that you are preparing to meet is trying to tell you; and ways that you can use this information that you find on LinkedIn. Presented by Mr. Thom Coats. (10 pts)	Zoom
Tues 3/16	12:00 pm – 4:00 pm	BEST: Business Exchange for Student Talent - This career event will allow you to meet with employers seeking College of Business Majors. Internships and full-time positions will be available. Excellent chance to network! Check out registered companies on Handshake. <u>Appropriate career fair attire requested.</u> Facilitated by Laura Buckner and Jean Wilson. (10 pts) ** View the list of participating companies at http://www.mtsu.edu/management/student.php	Handshake
Wed 3/17	3:00 – 4:00 pm	Wait, We have a Career Development Center? Introduction and Q & A with Career Advisors of the MTSU Career Development Center. Learn about the free services for MTSU students and alumni like job search coaching, career exploration, and resume/cover letter/grad school application prep. Presented by Kathy Irons, Career Development Center. (10 pts)	Zoom
Mon 3/22	11:00 am – 12:00 pm	Professionalism: What are employers looking for in an employee? Dennis Gupton provides insight into the professionalism and characteristics that employers look for in a potential and current employee. (10 pts.)	Zoom
Tues 3/23	6:00 – 7:30 pm	Microsoft Excel Data Analysis Basics – With a knowledge of basic Excel data manipulation and charting/graphing concepts, expand your skills by learning the powerful tool of Excel pivot tables for data analysis. In this workshop, you will work with pivot tables with an existing dataset. The session will be project-based, working with an existing dataset, so you can either practice using Excel or follow along by watching. Presented by Dr. Richard Tarpey (10 pts)	Zoom
Tues 3/30	4:30 – 5:30 pm	Budgeting for Success - Budgeting is an important step to financial wellness. This workshop focuses on the 5 elements of a budget, and provides beneficial tips to kick-start your budget and free up cash flow. Presented by Donna Spears and Jay Jackson from First Horizon. (10 pts)	WebEx
Mon 4/5	Time TBD	TN Financial Literacy Week - Personal Finance for College Students. Obtaining and using credit wisely; creating a positive credit history/score; developing a budget and tracking spending. Presented by Ascend Federal Credit Union (10 pts)	Zoom
Mon 4/5	4:45 – 5:45 pm	TN Financial Literacy Week – Student Debt and Paying for College. This workshop will provide guidance on managing student debt and alternative ways to pay for college. Speaker: Mr. Tim Tipps. (10 pts)	Zoom
Mon 4/5	5:00 pm	Ethical Leadership Week – Social Dilemma Movie Join the Teleparty to view this documentary about social media, data, and AI in technology and join a facilitated discussion about the ethical issues raised in the documentary. Hosted by Dr. Leigh Anne Clark. (10 pts)	Teleparty
Tues 4/6	Time TBD	TN Financial Literacy Week - Understanding Credit. Understanding financial importance of credit; factors impacting qualifying for credit; and how credit is scored/reported. Presented by Ascend Federal Credit Union (10 pts)	Zoom
Tues 4/6	4:45 – 5:45 pm	TN Financial Literacy Week – Careers in Financial Planning. Members of the Financial Planning Association will share career opportunities and experiences in the field of financial planning. Speakers: Kerry Dunn and Craig Reed. (10 pts)	Zoom
Tues 4/6	9:40 – 10:40 am	Interviewing Workshop: Illegal Questions, Appropriate Attire. Jean Wilson covers do's and don'ts for interviewing. (10 pts.)	Zoom
Tues 4/6	4:00 – 5:00 pm	True Blue YOU Escape Game - Save Lightning! Lend your unique skills in a team effort (randomly chosen) through puzzles and obstacles in our virtual escape game. This super fun experience will provide new connections, confidence, and awareness of the special talents you possess... that employers value! Presented by Kathy Irons, Career Development Center. (10 pts)	Zoom

Wed 4/7	4:45 – 5:45 pm	TN Financial Literacy Week – What I Wish I Had Known - This game-show formatted presentation addresses three financial empowerment categories: Credit, Jobs, and Life Skills. Presented by members of Rutherford Cable, the premier leadership organization for women’s professional advancement in Middle Tennessee. (10 pts)	Zoom
Thurs 4/8	6:00 – 7:00 pm	TN Financial Literacy Week – Life 101. NFL linebacker and financial literacy advocate Brandon Copeland provides his guidance for making smart financial decisions. (10 pts.)	Zoom
Thurs 4/8	11:20 am – 12:45 pm	Ethical Leadership Week – Keynote speaker Mila Grigg – “Personal Integrity – Building and Sharing the Authentic You” -- Mila Grigg explores the importance of understanding your WHY and establishing your personal brand based on core values including integrity and truth. Organized by Dr. Leigh Anne Clark. (10 pts)	Zoom
Fri 4/9	4:45 – 5:45 pm	TN Financial Literacy Week – Financial Literacy Week Reflection. Students will reflect on what they learned throughout the week in regards to financial literacy from the various events and activities offered. (10 pts)	Zoom
4/9 – 4/15	Select your own time this week	View Ethical Leadership Week Keynote online and submit personal action plan for Building and Sharing the Authentic You. Moderated by Dr. Leigh Anne Clark. (10 pts.)	Online
Tues 4/13	6:00 – 7:30 pm	Microsoft Excel Data Analysis – Solve a Problem – Use your Excel skills to solve a data analysis problem. The workshop will provide a real-world practitioner problem that will be solved together as a team by working through the concepts of organizing the data set, using descriptive statistics and visualization techniques to understand and analyze the dataset, and finally drawing conclusions from the data analysis. Presented by Dr. Richard Tarpey. (10 pts)	Zoom
Tuesday 4/13	6:00 – 8:00 pm	Dining Etiquette for Professionals. During this virtual event, you will learn the must-know basics of table manners and how to manage a business meal. Plus, you’ll be placed into small groups where you can hear the real-world experiences of business professionals. Sponsored by the Professional Sales Program, Jackson Financial, and MT Engage. (10 pts)	Zoom
Wed 4/14	6:00 – 7:00 pm	Identity Protection- Protecting your identity is important. This workshop provides beneficial tips on protecting your identity and the identity of those that you love. Presented by Donna Spears and Jay Jackson from First Horizon. (10 pts.)	
Fri 4/16	5:15 – 6:30 p.m.	Finance & Economics Career Panel Discussion and Breakout Sessions Join the Blue Raider Network to learn more about successful careers built with the foundation of a degree in finance or economics. After short introduction of the panelists, students will meet with each panelist in small groups to get questions answered. Register with Dr. Nagel (Greg.Nagel@mtsu.edu) or Dr. Gamble (Keith.Gamble@mtsu.edu). In order to get the link for the event, register 24 hours before the event. (10 pts)	Zoom
Wed 4/21	3:00 – 4:00 pm	Job Searching and a Recruiter’s Perspective - Come learn from recruiters about how to stand out in all stages of the job search process. Presented by company recruiters and Beka Crocket, Career Development Center. (10 pts)	Zoom

Additional Activities for Career Development:

Resume Sessions for Majors in Business Administration, Entrepreneurship, and Management with Ms. Jean Wilson (BAS N140)	Resume Session Hours: Tuesday from 1:30 – 2:30 p.m. on these dates (2/9, 2/23, 3/9, 3/30, and 4/13) Thursday from 9:40 – 10:40 a.m. during these dates: (2/18, 3/11, 3/25, 4/1) Email Jean.Wilson@mtsu.edu to set an appointment to talk via Zoom.
One-on-One Internship Advising (Business Administration, Entrepreneurship, and Management) – with Dr. Kristen Shanine (BAS N143)	Appointment required – Kristen.Shanine@mtsu.edu

<p align="center">One-on-One Internship Advising (Marketing and Business Administration internships) with Ms. Laura Buckner (BAS N451)</p>	<p>Zoom Internship Advising - no appointment necessary Every Tuesday and Thursday, 11:30 am to 12:30 pm</p> <p>Join Zoom Meeting: https://mtsu.zoom.us/j/89783995505?pwd=dVVhcampUOGg5VVk4NVNXRTITZU42QT09 Meeting ID: 897 8399 5505 and Passcode: 382448</p> <p>If other hours are needed, e-mail laura.buckner@mtsu.edu for an appointment to talk via Zoom, phone, or facetime.</p>
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STUDENT ORGANIZATIONS

<p>Did you know that you can earn points for IGNITE by being involved in a student organization?</p> <p>See the Leadership and Involvement section of the IGNITE brochure for details on points.</p>	<p align="center">Visit this link for a list of Jones College of Business student organizations:</p> <p align="center">http://mtsu.edu/business/stu_orgs.php</p> <p align="center">Get involved – Connect – Network</p>
<p>Accounting Connections – Meets 2/3, 3/3, and 4/7 on Zoom. from 11:30 am – 12:30 pm (Target students are in ACTG 2110 or 2125; all students welcome). Contact carlo.daugusta@mtsu.edu for information.</p> <p>American Marketing Association – Contact laura.buckner@mtsu.edu for details.</p> <p>Beta Alpha Psi – Meets Tuesdays from 4:30 – 5:30 pm beginning 2/2. Virtual meetings are planned. (<i>Accounting Majors only.</i>) Find information here: https://bapmtsu.com/. Contact Kim.Honaker@mtsu.edu for information.</p> <p>Blue Raider Finance Network – contact Greg.Nagel@mtsu.edu for information.</p> <p>Gamma Iota Sigma - The premier Risk Management, Insurance & Actuarial Professional Fraternity. Joining Gamma will allow you to focus on your professional development. Student members meet twice a month. Contact sarah.glass@mtsu.edu or stop by BAS N330 for more information. Open to all students.</p>	<p>Information Systems and Analytics Student Organization – Contact michael.erskine@mtsu.edu for more information.</p> <p>Institute of Management Accountants/Institute of Internal Auditors (open to majors and non-majors) – Meeting dates are: 2/1, 3/1, and 4/5 from 4:30 – 5:30 pm. Zoom meetings are planned. Contact sarah.garven@mtsu.edu or tammy.bahmanziari@mtsu.edu</p> <p>MTSU Collegiate DECA. Information for this group is available at http://mtsu.edu/business/stu_orgs.php. Contact: Dr. Robert B. Blair, Advisor, at Robert.Blair@mtsu.edu for additional information.</p> <p>National Association of Black Accountants – Virtual meetings are planned for 2/11 and 4/22. Additional meetings may be scheduled for the future. For information, contact Kelly.williams@mtsu.edu</p> <p>Supply Chain Management Student Group – Contact Dr. Richard Tarpey at Richard.tarpey@mtsu.edu for information.</p>



@Work

*** Students who are completing the IGNITE certification may only complete 3 of these virtual sessions for credit toward the IGNITE certificate.

JOIN US FOR 10 WEEKS TO FINANCIAL STABILITY A VIRTUAL SERIES

Learning how to become financially resilient has never been more important. We are excited to provide a virtual financial wellness series focused on financial stability. These workshops are completely free, short in length, and pre-recorded so you can listen in on your own time.

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<https://vimeo.com/470165242/957bcee660>

Budgeting For Success

<https://vimeo.com/470166572/4282b90439>

Budgeting to Achieve Financial Goals

<https://vimeo.com/470166917/76e3d71996>

Credit Score

<https://vimeo.com/470167744/638deb2c9c>

Getting More Bang For Your Buck

<https://vimeo.com/470163471/938b4f8d60>

Importance of Financial Goals

<https://vimeo.com/470163792/2673f1f6bb>

Introduction to Financial Wellness

<https://vimeo.com/470164938/37a766dcd5>

Identity Protection

<https://vimeo.com/480765824/e825c32ee6>

Understanding Fraud

<https://vimeo.com/480765894/3a00359718>

Understanding Credit

<https://vimeo.com/480766124/a866c9ae13>

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For more information, contact

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