

Post Micro-Internship Checklist

Congratulations on having completed a Micro-Internship!

To get the most mileage out of the experience, make sure you've done/are doing the following:

- Submit this short (< 5 minutes) [survey](#) about your experience. Once completed, you will be entered into a drawing to win a \$10 Amazon gift card! We draw a new winner at the end of each month.
- Review the [feedback](#) from your Micro-Internship supervisor in the platform. Make note of your strengths and make specific, measurable goals for improving any weaknesses.
- Reflect on the experience by answering the following questions:
 - What did you like or not like?
 - What did you learn about the industry or yourself?
 - What skills did you use or develop that might be relevant to future opportunities of interest?If you're struggling with some of these questions, we recommend scheduling an appointment with your Career Center to discuss.
- Add your Micro-Internship to your resume and LinkedIn profile. Be sure to list Parker Dewey as your employer and follow these other [resume tips for demonstrating your impact](#). Don't forget to update your resume everywhere you have it posted, including Parker Dewey.
- Post about your experience on LinkedIn using [this template](#).
- Ask your Micro-Internship supervisor for a [recommendation on LinkedIn](#) so future prospective employers checking out your profile can see how pleased they were with the quality of your work.
- Keep in touch - Now that your Micro-Internship supervisor is part of your network, here are some opportunities to professionally reach out and keep the relationship strong:
 - Thank them - If you haven't already, write them a thank you note (this can be an email) letting them know how much you appreciate the opportunity and what you gained from the experience.
 - Follow them - Connect with your supervisor on LinkedIn and follow the company on that and other social media channels where you have professional accounts. If you see them doing something interesting or that builds on/incorporates the work you did - engage with those posts and/or send them a note letting them know it's great to see your work have a real-world impact.
 - Inform them - If you keep in touch by doing the above, then it's also appropriate to keep them informed of your milestones - when you're engaged in later searches, whether it be for internships or a full-time job, don't hesitate to reach out to them and ask if they know of any opportunities they think you might be a fit for.
- [Apply](#) for your next opportunity-New Micro-Internships are posted daily!