

## Chart for Conducting Internship/Job Research

Position Title	Company/Organization	Link to Posting	Unpaid/Paid (or Salary)	Location	Minimum Req.	Materials Needed: resume, CL	App. Due Date	Date Submitted	Follow-up: 1-2 weeks

*This is only a sampling of things to include, feel free to add additional columns and categories that are also important to you.*