

Janet K. Levit, *Dean and Dean John Rogers Endowed Chair*  
Kristine D. Bridges, *Associate Dean*

Seminar Date	Seminar Topic
January 9 <sup>th</sup>	<p><b><u>Foundations of Legal Study</u></b></p> <ul style="list-style-type: none"><li>• State Court - Hon. Carlos Chappelle, Presiding District Judge &amp; Vicki Cox, Tulsa County Courts Administrator</li><li>• Municipal Court – Hon. Mitchell McCune, Presiding Judge &amp; Kelly Brader, Court Administrator</li><li>• Networking Lunch with Dean Levit, TU Law Alumni and Judge Chappelle &amp; Kuehn</li><li>• Federal Court, U.S. District for the Northern District of Oklahoma<ul style="list-style-type: none"><li>○ Tour by Melissa Tarwater, Jury Clerk</li><li>○ Chief Judge Gregory H. Frizzell</li><li>○ Magistrate Judge T. Lane Wilson</li><li>○ Deputy Jerry Pierce, U.S. Marshals Service</li></ul></li></ul>
January 13 <sup>th</sup>	<p><b><u>Introduction to Dean's Seminar</u></b></p> <ul style="list-style-type: none"><li>• Dean's Re-Cap of FLS Courthouse Tours &amp; Overview of the Course</li><li>• Administrative Announcements</li><li>• In class exercise – 26 Lawyer Effectiveness Traits Evaluation<ul style="list-style-type: none"><li>○ Students will participate in a “26 Lawyer Effectiveness Skills Inventory” based upon <i>Identification, Development, and Validation of Predictors for Successful Lawyering</i>, Marjorie M. Shultz and Sheldon Zedeck.</li><li>○ Discussions of Skills &amp; Exercise discussion ***results will be used in Individual Development Plan</li></ul></li></ul>
January 20 <sup>th</sup>	<p><b><u>26 Lawyer Effectiveness Traits</u></b></p> <ul style="list-style-type: none"><li>• Continued discussion of 26 Lawyer Effectiveness Traits</li></ul> <p><b><u>Assignment due for Session:</u></b></p> <ul style="list-style-type: none"><li>• <i>A Tale of Two Lawyers</i>, 91 Nw. U. L. Rev. 615, 1997.</li><li>• <i>The Early Jurisprudence of Justice Sotomayor: Sonia Sotomayor's First Five Years on the Court</i>, YALE LAW JOURNAL FORUM, March 24, 2014.</li></ul>
January 27 <sup>th</sup>	<p><b><u>Workplace Values Exercise &amp; Multiple Uses of Juris Doctorate Degree</u></b></p> <p>Guest Panel: Eric Estes, General Counsel for Xcaliber International</p> <ul style="list-style-type: none"><li>• In class exercise – Workplace Values Worksheet</li><li>• Guest speakers will share a high-level overview of practice areas and career options for those with a juris doctor degree.</li><li>• Overviews will compare the private vs. public sectors, litigation vs. transactional practice areas and larger vs. smaller employer sizes.</li><li>• Students will participate in a Workplace Values Exercise. We will discuss of how your practice area and workplace value preferences should impact your planning your future professional endeavors.</li></ul>

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February 3<sup>rd</sup>

**Lunch with TU Law Alumni from previous Spring-start classes**

\*\*\*Lunch begins at 12:30 p.m. – details announced in class.

February 10<sup>th</sup>

**Lunch with Dean Levit in Dean's Conference Room**

\*\*\*Lunch begins at 12:00 p.m. – details announced in class.

**SOCIAL MEDIA & ELEVATOR SPEECH**

Guest Panel: Kevinn Matthews (JD '99), Counsel for WPX Energy

- Discussion of ownership of personal mission, professional reputation & social media.
- Students called upon to give Elevator Speeches & to introduce their assigned student based upon social media assignment (we will choose students).

**Assignment due for Session:**

- (1) Elevator Speech
- (2) Social Media Evaluation
- (3) Read NALP eProfessionalism Guides

February 17<sup>th</sup>

**Critical Aspects of Time Management, Organization, Stress Management and Wellness**

Guest Panel of accomplished attorneys and judges discuss important considerations that affect most attorneys throughout their careers. Guests will highlight how failing to take care of yourself and your practice can lead to critical implications for your professional trajectory.

**Assignment due for Session:**

Exercise: *How do you manage your time?*

Track your activities during on a Monday, Tuesday, Wednesday or Thursday for one 24-hour period in 6 minute increments. Categorize your time spent: (1) socializing/social media, (2) preparing for class/in-class, (3) sleeping, (4) exercising, (5) working/volunteering (6) relaxing and (7) family time.

February 24<sup>th</sup>

**Women In Recovery – on site visit**

\*\*\* Board TU shuttle at 12:30 p.m., lunch will be served and we will return to the College of Law by 2:15 p.m. Details announced in class.

March 3<sup>rd</sup>

**No Regular Class Session**

March 10<sup>th</sup>

**What does it mean to be a lawyer?**

TU law alumna ***Vicky Hildebrand*** (JD '91) will facilitate a discussion about the issues related to the legal case of Ron Williamson, who was featured in John Grisham's non-fiction work, *The Innocent Man*. Hildebrand was a ***federal law clerk in the Eastern District of Oklahoma*** in Judge Frank Seay's office when the judge ordered a new trial for Williamson. Students are required to read Grisham's book in preparation for the discussion.

**Assignment Due for Session:**

Complete reading of *The Innocent Man*

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**March 17<sup>th</sup>**      ***Spring Break***

**March 24<sup>th</sup>**      **Introduction to Professional Development Office**

Beginning on March 15, students may begin utilizing the services of the Professional Development Office (PDO), which offers individual career counseling, resume and cover letter review, interview preparation and other critical services to your job search. ***Kristine Bridges, Associate Dean of Professional Development, and Lauren Donald, Associate Director of Professional Development,*** will introduce you to the office and its services.

**March 31<sup>st</sup>**      **Opportunities to Grow Professional Skills Inside and Outside of the Classroom**

A panel of professors and deans will address important opportunities for professional development inside and outside of the classroom.

- ***Professor Lyn Entzeroth, Associate Dean for Academic Affairs,*** will discuss the importance of identifying foundational and specialized law school courses. She will offer suggestions for strategic course load selection to make the most of your classroom experience.
- ***Professor Betsy McCormick, Director of the Bosche Legal Clinic, and Associate Professor Anna Carpenter*** will discuss the advantages of the legal clinic – the only place in law school where students can practice law.
- ***Christy Caves, Assistant Dean for Experiential Learning,*** will discuss legal learning opportunities in courts, law firms, businesses and non-profit organizations through externships.

**10 Questions to Ask Yourself before Choosing a Practice Area**

This program is designed for law students by the world’s largest recruiting firm, ***Major, Lindsey & Africa.*** It provides an overview of the top 50 practice areas and provides “real world” insight into factors that can lead to long-term job satisfaction. Students will participate in a Practice Area & Setting Interest Inventory in preparation of their Individual Development Plan.

**April 7<sup>th</sup>**      **Individual Strategic Plan Meetings**

10-minute counseling sessions to discuss your personal Strategic Plan with Dean Levit or Dean Bridges. More details will be given in class.

**April 14<sup>th</sup>**      **Individual Strategic Plan Meetings**

10-minute counseling sessions to discuss your personal Strategic Plan with Dean Levit or Dean Bridges. More details will be given in class.

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## **GOALS**

The goals of the Dean's Seminar on the Legal Profession:

1. Create a juncture between pre-professional and professional life.
2. Define what it means to be a professional; infuse that being a professional begins with the law school experience and not after graduation.
3. Illuminate legal market realities and create expectations consistent with the actual personal and professional experiences one will have after becoming a lawyer; debunk media images and societal misconceptions of the lawyer lifestyle.
4. Broaden the understanding of how a juris doctor degree can be applied to professions outside of traditional legal practice.
5. Emphasize the special position of a lawyer as a client's representative and as an officer of the court.
6. Develop an understanding of the role of the Professional Development Office – services offered, the importance of students taking the initiative in their own professional development.

## **ATTENDANCE AND ASSIGNMENTS**

This class meets at 1:00 p.m. on the dates listed in the Syllabus in Room 2442, unless otherwise noted or announced. You are required to attend each class session and complete each class assignment in order to receive a passing grade for the Dean's Seminar on the Legal Profession, which is a one-hour pass/fail course.

All assignments will be posted on the TWEN website for the Dean's Seminar on the Legal Profession. You are responsible for checking the TWEN website for class assignments and relevant class announcements. You are required to bring your individual clicker to each class session.

## **MISSED CLASSES & LATE ASSIGNMENTS**

This class is primarily graded on attendance and assignment completion. You will need to attend every class and complete every assignment to receive a passing grade.

If you would like to be considered for an excused absence from a class session, you must complete the Application for Rectifying a Recorded Absence.

If you would like to request consideration for a late assignment at any point during the semester, you must complete the Application for Consideration of a Late Assignment in a timely manner.

Both Applications are attached to this Syllabus and can be found under "Course Materials" on the TWEN website. **Please note that the use of such applications is intended for exigent circumstances.**

## Individual Development Plan Summary

Once you have completed the workplace values exercise, lawyering effectiveness factors inventory and the practice area and settings inventory, the final step is to use your answers to create an Individual Development Plan. By compiling your answers, you are creating a framework you can use to further explore and develop your unique path on your own or as you work with Dean Levit and Dean Bridges this semester.

Using the results from your three inventories, complete the following lists.

**TOP 5 WORKPLACE VALUES:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**LAWYERING EFFECTIVENESS  
SKILLS YOU WANT TO DEVELOP**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**STRONGEST LAWYERING  
EFFECTIVENESS SKILLS**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**TOP PRACTICE AREAS OF  
INTEREST**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**TOP PRACTICE SETTINGS TO  
EXPLORE**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Next steps...Consider and answer the following:

- What recurrent themes run through your IDP? Use these to identify both short- and long-term professional development goals.
- What are the next steps can you take in order to move towards your short- and long-term goals? For example, find a pro bono project, conduct informational interviews with alumni, identify resources to learn more about your areas and settings of interest.
- What are some specific jobs or internships where you can align your values, interests and skills? Look at on-line job posting sites for ideas. At this point, keep all options open without imposing such limitations as setting, salary, geography, etc.

## 1L Career and Professional Development Programming and Event Schedule

You may miss no more than one session, must participate in 1 student organization, participate in 4 stress reduction or professional development programs, attend 2 networking events, complete each assigned task timely and attend a session with your counselor in order to complete your First Year Career and Professional Development Readiness Certificate.

### Fall Semester

#### **Wednesday, September 3 at Noon or Thursday, September 4 at Noon:**

Out of State Bar Takers Meeting (Choose 1 if you will or think you might take a bar examination in a state other than Georgia. Bar Application deadlines for law students begin in September of your 1<sup>st</sup> Year!!!)

- Pre-Classwork: Email your state(s) of interest to Christine at [guard\\_c@law.mercer.edu](mailto:guard_c@law.mercer.edu).
- Homework: Create account, if your state has a 1L registration requirement and begin your application process. Some of you will need to complete your application by 9/15/14!

#### **Week of September 15: Self-Assessment for 1Ls**

Monday, September 15, 12:00: Sections 1, 2, 3

Wednesday, September 17, 12:00: Sections 4, 5, 6

- Homework: Complete any online tests not completed in class and record your results. Complete the reflection exercises handed out in class and turn in on 9/22 or 9/24.

#### **Week of September 22: Applications and Writing Sample I**

Monday, September 22, 12:00: Sections 1, 2, 3

Wednesday, September 24, 12:00: Sections 4, 5, 6

- Pre-Classwork: Review Chapter 10 in Succeeding in Law School (Your course book for Intro. Week)
- Homework: Review Writing Sample packet and file. Begin drafting your writing sample. Create and turn in a schedule for preparing your writing sample at class on 9/29 or 10/1.

#### **Week of September 29: Your Digital Image: Social Media Pitfalls and Strategies and LinkedIn 101 for Law Students**

Monday, September 29, 12:00: Sections 1, 2, 3

Wednesday, October 1, 12:00: Sections 4, 5, 6

- Pre-Classwork: Begin your LinkedIn page set-up by signing up for an account.
- Homework: Complete your LinkedIn profile and digital image clean-up! Print out your LinkedIn page and turn it in at class on 10/6 or 10/8.

#### **Week of October 6: Informational Interviewing**

Monday, October 6, 12:00: Sections 1, 2, 3

Wednesday, October 8, 12:00: Sections 4, 5, 6

- Pre-Classwork: Review emailed materials on Informational Interviewing
- Homework: Provide your preferred practice area for this exercise and/or geographic location where you hope to practice. Provide the name of someone you would like to interview or let us know you need help choosing someone to interview. This portion is to be completed on the form provided in class and turned in at class on 10/13 or 10/15.
- Complete interview over the holiday break. Complete the summary of the interview and short journal entry as to what you learned and what you would like to learn more about.

#### **Week of October 13: Applications and Writing Sample II/Business Writing**

Monday, October 13, 12:00: Sections 1, 2, 3

Wednesday, October 15, 12:00: Sections 4, 5, 6

- Pre-Classwork: Complete your writing sample. Turn in a copy of your writing sample at your class meeting. Review business writing materials provided by email.
- Homework: Draft your first law related cover letter. Turn in your draft cover letter at class on 10/20 or 10/22.

#### **October 15 @ 3:30: What I Did with my 1L Summer: Tips and What You Need to Know**

Pre-Classwork: None.

- Homework: Turn in your journal entry indicating one thing you learned, one thing that surprised you and one question you wish to have answered at 10/20 or 10/22 class.

**Week of October 20: Resume and Cover Letter Workshop**

Monday, October 20, 12:00: Sections 1, 2, 3

Wednesday, October 22, 12:00: Sections 4, 5, 6

Pre-Classwork: Put your pre-law school resume into the law school required format. Complete and submit at class your draft cover letter.

Homework: Revise your resume based on what you have learned in class time. Complete your revision and submit your resume by October 30.

**October 29      Legal Research Mid-Term Examination****October 30      Career Development Programs begin in place of your Legal Research Course****Week of November 3: Career Services and Symplicity Orientation for 1Ls**

Section 1: Wednesday at 1:10

Section 2: Tuesday at 1:10

Section 3: Friday at 1:10

Section 4: Wednesday at 10:50

Section 5: Friday at 1:10

Section 6: Wednesday at 1:10

Pre-Classwork: None!

Homework: Spend some time on Symplicity. You must log into Symplicity at least once following class. Review the Career Services Handbook provided to you.

**November 5 at 3:30: What to Wear and What Not to Wear with AWLS, Career Services and Company**

Come join faculty, staff and your classmates for an afternoon break with your classmates dressed in their finest and not so finest “professional” attire hitting the runway. The front porch will serve as our runway and the front lawn as our arena on what is likely to be a wonderful fall day.

**Week of November 10: Job Search Strategies for 1Ls**

Section 1: Wednesday at 1:10

Section 2: Tuesday at 1:10

Section 3: Friday at 1:10

Section 4: Wednesday at 10:50

Section 5: Friday at 1:10

Section 6: Wednesday at 1:10

Pre-Classwork: Review your Handbook.

Homework: Make a list of 10 places you are interested in looking for a summer internship. Create a journal entry detailing how you would approach

**Week of November 17: Networking for 1Ls**

Section 1: Wednesday at 1:10

Section 2: Tuesday at 1:10

Section 3: Friday at 1:10

Section 4: Wednesday at 10:50

Section 5: Friday at 1:10

Section 6: Wednesday at 1:10

Pre-Classwork: Complete or find your Jung Typology 4-letter assessment type. Review the networking section in your Handbook and begin the exercises there.

Homework: Finish the exercises in the Handbook. Compile and submit a list of ten people with whom you will network over the winter break and the purpose for your contacting them. Complete and submit your elevator speech. Complete and submit for review your sample email to request a meeting. Complete and submit your thank you message for a contact. Each of these items must be turned in by Monday 11/24 at 5:00 p.m. in the box in the Career Services Office.

**HOLIDAY BREAK**

Complete Career Mirror Reflection Exercise and Informational Interviewing assignment.

**Spring Semester****Interviewing Workshop (Required)**

January (Date TBD)

Pre-Class and Homework will be emailed to you in advance of the class.

## First Year Career and Professional Development Readiness Certificate Checklist

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

Section: \_\_\_\_\_

### Fall Semester:

**Attended: Out of State Bar Takers Meeting**

Date:

Wednesday, September 3 at Noon

Thursday, September 4 at Noon

My State:

Requires Pre-Registration

Does Not Require Pre-Registration

The Deadline for Pre-Registration is \_\_\_\_\_.

Due on means  delivered or  postmarked.

I completed my pre-registration on time:  Yes  No

If Pre-Registration is NOT required, my application is due on \_\_\_\_\_ so that I can avoid any late fees.

Due on means  delivered or  postmarked.

My Pre-Registration is not due now, but is due on \_\_\_\_\_. Due on means  delivered or  postmarked.

Did Not Attend because I anticipate taking the Georgia Bar.

Did Not Attend because I missed the program.

**Attended: Self-Assessment for 1Ls**

During my section's assigned time.

During the other regular time.

I missed this program and made it up on \_\_\_\_\_.

I did not attend this program and did not make it up.

**Turned in my completed assignment.**

Did not turn in my completed assignment. As a result, I will not receive credit for attending.

**Attended: Applications and Writing Sample I**

**Turned in my completed assignment.**

Did not turn in my completed assignment. As a result, I will not receive credit for attending.

**Attended: Your Digital Image: Social Media Pitfalls and Strategies and LinkedIn 101 for Law Students**

**Completed my LinkedIn Profile and digital image clean-up.**

Did not complete the assignment. As a result, I will not receive credit for attending.

**Attended: Informational Interviewing**

**Turned in my completed assignments.**

Did not turn in my completed assignment. As a result, I will not receive credit for attending.

**Attended: Applications and Writing Sample II/Business Writing**

**Turned in my completed assignment.**

Did not turn in my completed assignment. As a result, I will not receive credit for attending.

**Attended: What I Did with my 1L Summer: Tips and What You Need to Know**

During the other regular time.

I missed this program and watched the video replay on \_\_\_\_\_.

I did not attend this program and did not make it up.

**Turned in my completed assignment.**

Did not turn in my completed assignment. As a result, I will not receive credit for attending.

**Attended: Resume and Cover Letter Workshop**

**Turned in my completed assignment.**

Did not turn in my completed assignment. As a result, I will not receive credit for attending.

**Attended: Career Services and Symplicity Orientation for 1Ls**

**Completed the assignment.**

Did not complete the assignment. As a result, I will not receive credit for attending.

**Attended: What to Wear and What Not to Wear with AWLS, Career Services and Company**

During my section's assigned time.

**Attended: Job Search Strategies for 1Ls**

**Turned in my completed assignment.**

Did not turn in my completed assignment. As a result, I will not receive credit for attending.

**Attended: Networking for 1Ls**

**Turned in my completed assignment.**

Did not turn in my completed assignment. As a result, I will not receive credit for attending.

I completed and submitted my Career Mirror Winter Break Exercise.

**Spring Semester:**

**Attended: Interviewing Workshop**

**Turned in my completed assignment.**

Did not turn in my completed assignment. As a result, I will not receive credit for attending.

**Other Tasks:**

I joined an organization.

Which one? \_\_\_\_\_

I met individually with my counselor.

I attended the following stress reduction and professional development programs:

Student Organization Meeting with an Outside Speaker:

Date:

Speaker:

Topic:

Mock Interview Program (At Mercer or Student Organization Sponsored)

Date:

Location:

Sponsor:

I interviewed with:

SBA or Organization Sponsored Yoga or Other Stress Reduction Event like Movie or Trivia Night

Date:

Activity:

Sponsor:

Park it on the Porch

Date:

Counselor:

I attended the following networking or other professional development events:

Tailgating Event

Date:

Who I networked with:

Homecoming (Mercer)

Date:

Who I networked with:

Homecoming (Your Undergraduate School)

School:

Date:

Who I networked with:

Law Day

Date:

Who I met:

Student Organization Planned Networking Event

Event:

Sponsor:

Date:

Who I met:

Student Loan or Financial Programming Sponsored by the Financial Aid Office

Date:

Speaker's Name:

Signed: \_\_\_\_\_

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

## Self-Assessment for Law Students

### **Why Self-Assessment?**

No one chooses to attend law school with the expectation that they will eventually land in a job that will make them unhappy. Similarly, no one comes to law school to work in a setting that doesn't allow them to express the very things that attracted them to law school in the first place. But if you can't articulate your preferences, you are missing a vital opportunity to take charge of your own career. It's a well-known, but somewhat vague directive that successful career planning begins with self-awareness.

Professional self-awareness is a lifelong process, but begins by considering four key questions: Who am I? What do I want to do? Where do I want to do it? Why do I want to do it? The answers to these fundamental questions help provide students and job seekers alike with the foundation to create a personal strategy for career exploration. Self-assessment can help you identify what drives you, what you are interested in, what you are good at and what motivates you. It can help you to identify whether you prefer certain environments over others and most important of all, will be the foundation for a well thought out career plan.

During your self-assessment, you will determine three basic things:

- (1) Who am I? (What are my interests, skills, & values?)
  - Am I big picture or detail oriented?
  - Do I make decisions based upon how they affect other people or based upon facts and data?
  - Do I operate with a very structured plan or am I more flexible as to how things get done?
  - Do I derive my energy from people or from being alone?
- (2) What are my priorities? (What do I want out of my educational experience? What do I want out of my career? What do I want out of my life?) and
- (3) What am I willing to sacrifice to achieve these goals?

The four key questions to ask yourself as you decide what opportunities to pursue are:

- (1) Why did I come to law school?
- (2) What potential practice areas do I want to pursue?
- (3) What geographical locations am I interested in?
- (4) What type of employer do I want to work for?

Remember to also consider:

- (1) What am I at my best?
- (2) What am I most often asked to take on?
- (3) When do I lose track of time?

## Individual Development Plan: Workplace Skills

It is important to think about the skills that you currently possess, as well as those you would like to develop during your time in law school, as you build out your IDP. Your skills are the primary value you bring to an employer and the building blocks of your application materials and interview responses. These skills will be augmented and refined over the course of your career, and it is helpful to think about where you are and where you want to be. Be aware that many employers increasingly evaluate both applicants and employees in terms of their “competencies,” or skills, making it important for you to be intentional regarding your skill development.

Review the following lists and: (1) Circle those skills you possess and enjoy using and (2) Star (\*) any skills you do not yet have, but would like to develop.

Data	People	Ideas
Budget	Advise, counsel	Analyze
Calculate, compute	Advocate	Brainstorm
Diagnose	Anticipate needs	Conceptualize
Dissect	Communicate	Coordinate
Evaluate	Consult	Design
Examine, observe	Convey warmth and caring	Develop ideas
Follow instructions	Credit others	Edit
Investigate	Draw people out	Explain
Look for problems	Empathize	Generalize
Manage money	Help others	Implement ideas
Manage time	Initiate relationships	Improvise
Memorize	Inspire	Innovate
Organize, classify	Interview	Use Intuition
Plan	Lead	Issue spot
Prepare financial data	Listen	Read
Prioritize	Lobby	Research
Problem solve	Manage	Speak articulately
Read to extract facts	Mediate, settle disputes	Strategize
Research	Mentor	Summarize
Write reports	Negotiate	Trouble shoot
Other:	Network	Write
	Organize people	Other:
	Perform	
	Persuade	
	Present	
	Teach, train	
	Other:	

### 1. Identify the top five skills you possess and enjoy using:

1.	4.
2.	5.
3.	

### 2. Identify your areas for skill development:

1.	4.
2.	5.
3.	

3. Brainstorm activities or other ways that you might be able to develop or deepen the skills you have identified, including, but not limited to, specific student organizations, clinics, practicums, other courses, externships, or other employment opportunities.

## Individual Development Plan: Workplace Values

Workplace values help determine an individual's level of satisfaction with their job and career choices — and you can use them to help judge the level of fit with any future job, employer, or career. Values are motivators and a critical component of the career assessment process.

The following exercise will help you explore your most significant work values and include them as a factor in your job search. Circle the number (1-4) that best corresponds with the level of importance you place on each value below. Then, go back through the list and identify the top 10 values that are essential to your satisfaction in the workplace. Once you have completed this exercise, be sure to include the outputs on your Individual Development Plan Summary.

**4 – Very important; 3 – Important; 2 – Indifferent; 1 – Not important**

Value	Level of Importance	Value	Level of Importance
Achievement	1 2 3 4	Influence	1 2 3 4
Advancement	1 2 3 4	Intellectual challenge	1 2 3 4
Adventure/Excitement	1 2 3 4	Job security	1 2 3 4
Aesthetics – attractive environment	1 2 3 4	Justice/Fairness	1 2 3 4
Affiliation – belonging to a specific organization	1 2 3 4	Knowledge	1 2 3 4
Balance	1 2 3 4	Leadership	1 2 3 4
Change/Variety	1 2 3 4	Leisure-time	1 2 3 4
Community	1 2 3 4	Order	1 2 3 4
Competence	1 2 3 4	Power/Authority	1 2 3 4
Competition	1 2 3 4	Prestige/Recognition	1 2 3 4
Control over schedule	1 2 3 4	Public contact	1 2 3 4
Creative expression	1 2 3 4	Religion/Spirituality	1 2 3 4
Ethics	1 2 3 4	Sociability	1 2 3 4
Fame	1 2 3 4	Stability	1 2 3 4
Family	1 2 3 4	Status	1 2 3 4
Financial security	1 2 3 4	Supporting leadership	1 2 3 4
Fun/Enjoyment	1 2 3 4	Teamwork	1 2 3 4
Geographic Location	1 2 3 4	Tranquility	1 2 3 4
Helping society/Service	1 2 3 4	Other:	1 2 3 4
High earnings	1 2 3 4	Other:	1 2 3 4
Independence/Autonomy	1 2 3 4	Other:	1 2 3 4

### 1. Prioritize your top workplace values:

1.	6.
2.	7.
3.	8.
4.	9.
5.	10.

**2. Consider why these particular values are important to you and think of examples of when they have been present and when they have been absent in your experiences.**

**3. Consider whether there were any values that surprised you or felt in conflict with each other or with your skills and interests and how you might be able to reconcile that conflict.**

## Individual Development Plan: Practice Area Interests

Below is a list of legal practice areas. Review the list and circle the number that corresponds to your level of interest as defined below. You may not be familiar with some of these and may want to include them on the list for further exploration. Try to identify your top five practice areas of interest.

**1: Strongly not interested; 2: Neutral; 3: Somewhat interested or curious; 4: Strongly interested**

Practice Area	Level of Interest	Practice Area	Level of Interest
Administrative Law & Regulatory Practice	1 2 3 4	Health Care Law	1 2 3 4
Air, Sea, & Space Law	1 2 3 4	Housing/Homelessness	1 2 3 4
Alternative Dispute Resolution	1 2 3 4	Immigration/Refugee Law	1 2 3 4
Animal Rights	1 2 3 4	Insurance Law	1 2 3 4
Antitrust/Competition Law	1 2 3 4	Intellectual Property Law	1 2 3 4
Appellate Law	1 2 3 4	International Law	1 2 3 4
Banking and Commercial Finance	1 2 3 4	International Human Rights/Development	1 2 3 4
Bankruptcy Law	1 2 3 4	Labor and Employment Law	1 2 3 4
Business Law	1 2 3 4	Legislative Practice	1 2 3 4
Children's Advocacy/Juvenile Justice	1 2 3 4	LGBT Law	1 2 3 4
Civil Litigation	1 2 3 4	Litigation, General	1 2 3 4
Civil Rights/Civil Liberties	1 2 3 4	Migrant Worker Advocacy	1 2 3 4
Communications/Media Law	1 2 3 4	Military Judge Advocates / JAG	1 2 3 4
Community Economic Development	1 2 3 4	Municipal Finance Practice	1 2 3 4
Constitutional Law	1 2 3 4	National Security Law	1 2 3 4
Consumer Protection	1 2 3 4	Poverty/Legal Services	1 2 3 4
Corporate Practice	1 2 3 4	Prisoners' Rights	1 2 3 4
Criminal Law	1 2 3 4	Privacy Law	1 2 3 4
Cyberspace Law	1 2 3 4	Prosecution	1 2 3 4
Disability Law	1 2 3 4	Public Defense/Death Penalty	1 2 3 4
Education Law	1 2 3 4	Real Estate & Property Law	1 2 3 4
Elder Law	1 2 3 4	Securities Law	1 2 3 4
Election Law/Voting Rights	1 2 3 4	Tax Law	1 2 3 4
Employee Benefits	1 2 3 4	Telecommunications Law	1 2 3 4
Entertainment & Sports Law	1 2 3 4	Tort Law	1 2 3 4
Environmental & Energy Law	1 2 3 4	Trade Law	1 2 3 4
Ethics	1 2 3 4	Trusts and Estates Law	1 2 3 4
Family Law	1 2 3 4	White Collar	1 2 3 4
Food and Drug Law	1 2 3 4	Women's Rights	1 2 3 4
Government Contracts	1 2 3 4	Other	1 2 3 4

**1. Consider your top choices. What information do you have about these practice areas?**

**2. Pick four areas that you want to learn more about.**

1.	3.
2.	4.

## Individual Development Plan: Practice Setting Preferences

Below is a list of practice settings within the law. Check the boxes for the settings you are interested in exploring.

Practice Settings within the law include:

√	Academic:	√	Government:	√	Law Firm:
	General Counsel's Office		Federal Government		Trial
	Law School Faculty		State Government		Appellate
√	Alternative Career Settings:		Local Government		Large Law Firm
	Consulting		Legislative		Medium Law Firm
	Finance		International		Small Law Firm
	Journalism	√	Public Service:		Solo Practitioner
	Law School Administration		Legal Services	√	Other Associations:
	Entrepreneurship		Public Policy Advocacy		Professional Associations
√	Businesses & Corporations:		Prosecutor		Bar Associations
	In-House Counsel		Public Defender		Trade Associations
	Government Affairs		Judiciary/Judicial Clerk		Other Associations:
	Compliance & Risk Management				Non-Governmental Organization

**1. Identify the practice areas and practice settings that most interest you.**

**2. Develop a plan to explore career options in these areas.**

## Individual Development Plan: Taking Stock-- Summary

Once you have completed the workplace values exercise, skills assessment, and interest inventories, the final step is to use your answers to create a career vision and goals. By compiling your answers on the assessments, you are creating a framework you can use to further explore and develop your unique path on your own and as you work in collaboration with a counselor.

Using the results from your inventories, complete the following lists.

### Top 10 Workplace Values

1.	6.
2.	7.
3.	8.
4.	9.
5.	10.

### Top 5 Skills You Presently Have to Offer

1.	4.
2.	5.
3.	

### Top 5 Skills You Wish to Develop or Improve

1.	4.
2.	5.
3.	

### Top 5 Practice Settings

1.	4.
2.	5.
3.	

### Top 10 Practice Areas

1.	6.
2.	7.
3.	8.
4.	9.
5.	10.

**My Answers**

**My Jung Typology code is:** \_\_\_\_\_

<http://www.humanmetrics.com/>

This means:

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**My Big Five Personality Results Are:**

[http://similarminds.com/personality\\_tests.html](http://similarminds.com/personality_tests.html)

- |    |    |
|----|----|
| 1) | 4) |
| 2) | 5) |
| 3) |    |

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**My Enneagram Type is:** \_\_\_\_\_

[http://similarminds.com/personality\\_tests.html](http://similarminds.com/personality_tests.html)

I found it interesting that: \_\_\_\_\_

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**My Saboteurs are:** \_\_\_\_\_

[www.positiveintelligence.com](http://www.positiveintelligence.com)

This means:

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**My Conflict Style is:** \_\_\_\_\_

<http://academic.engr.arizona.edu/vjohnson/ConflictManagementQuestionnaire/ConflictManagementQuestionnaire.asp>

This means:

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