



Planning Your Year – Timetable for Action

Suggestions for taught postgraduate students to help you identify how to make the most of your postgraduate experience, to explore career options, and to transition successfully into a future career.

The timings are directed at taught postgraduate students studying full time; if you are studying part-time or by distance learning please adjust the suggested timetable to fit your mode of study.

Semester One

Gaining experience

Investigate opportunities for gaining experience that will strengthen your CV, through part time jobs, voluntary work, or involvement in a student society. Gaining experience can also be a good way to explore options and learn more about what you want from a career.

See opportunities advertised on MyCareerHub or through The University of Edinburgh Students' Association (for information on volunteering and student societies).

- [MyCareerHub](#)
- [Students' Association](#)

You could consider doing a work-based dissertation and planning early for this is advised. Ask your course director if this is possible or look at the Making the Most of Masters website to find out how you can explore this option.

- [Making the Most of Masters](#)

Making career decisions

If you are not sure what you want to do at the end of your degree, use our career planning resources to help you to decide; available on our website or call into the Careers Service to use some of the self-help resources.

- [Career planning](#)

Research career areas of interest by using our online Occupations resource. This will help you to explore what is involved in doing the job and also what skills, experience and qualifications you will need.

- [Researching occupations](#)

Attend talks by employers and Careers Service staff on different occupational areas to further your understanding of career areas of interest. Some of these will be available to join online. Find details of upcoming events on MyCareerHub.

- [Talks and events](#)

If you're not sure what to do or need help with your career planning speak to a careers consultant.





- [Get information, advice and guidance](#)

Finding out about graduate jobs

Go to the Careers Fair in October and attend employer presentations to meet employers, to explore opportunities available and find out about recruitment processes. Login to MyCareerHub for details of Careers Service Fairs and Employer Events.

Application deadlines can be early so check MyCareerHub regularly for vacancies and the 'Looking for work' section of our website for help with job hunting.

- [Looking for work](#)

If you require a visa to work in the UK, it is important to make applications early to ensure that you allow enough time for the visa application process once you have received a job offer. See working in the UK for further information.

- [Working in the UK](#)

Marketing yourself

Start preparing a professional CV which includes your current role as a postgraduate student and what you are gaining from your course. See the marketing yourself part of this site to get help with promoting your experience. You can request feedback on application forms, CVs and covering letters if required.

- [Marketing yourself](#)
- [Get information, advice and guidance](#)

Researching further study

Find out what further study programmes interest you and what the application procedures are. Research sources of funding for further study to ensure you don't miss deadlines for funding applications. Some deadlines will be 9 months or more before the course or research degree start date.

- [Moving on to a PhD](#)
- [Further study](#)

Semester Two

Graduate job search

Continue to explore your options and look out for new jobs appearing on MyCareerHub and other graduate job websites using the resources suggested for Semester One.

Check out employer presentations and careers events being held this semester and attend the Graduate Recruitment Fair in May.

Think about using creative job hunting techniques including networking and speculative applications to unearth those graduate jobs which are never advertised.





- [Job search](#)
- [Finding unadvertised jobs](#)

Prepare for interviews

If you've made some applications for work or further study and have interviews coming up, use our resources to help you prepare. There are many useful books for reference or loan in the Careers Service, and also a number of e-books. The CVs, applications and interviews part of our website will allow you to access relevant information, as well as find opportunities to practise online aptitude tests.

- [Interviews and assessment centres](#)
- [e-books](#)

You may want to book a practice interview with a careers consultant.

- [Practice job interview](#)

Taking time out

If you are considering taking some time out after you complete your postgraduate degree think about how you can use the time productively; doing something enjoyable but that you will still be able to market effectively to an employer in the future.

Browse the taking time out section of this site to help you generate ideas.

- [Taking time out](#)

You may want to talk over your plans with a careers consultant.

Review your strategy

If you have not made any plans yet, or are not having success with your applications, you should review your strategy. Talk to a careers consultant by booking an appointment through MyCareerHub.

- [Get information, advice and guidance](#)

