

IS 431 Job Application Assignment

Professor Don Colton

Brigham Young University—Hawaii Campus

Each student in IS 431 will participate on a team to design and build an e-commerce web site. Your position on the team will be assigned based on your performance to date in the class, and on your job application.

The job application is to be done in a three-page format. Use Microsoft Word or some other good word processor that creates attractive output. Make it exactly three pages, as specified below.

Margins: Make the margins one inch or more on each of the four sides. Print on one side of the page only. This gives me a bit of room to write comments if I want.

Font: Use a font that is 9-point or bigger. Single spaced text is fine.

Spacing: Leave a blank line between paragraphs.

Identity: At the top of each page, tell who you are.

Grading

I will grade your application based on neatness, how well you followed my instructions, your usage of the English language, and how clearly you presented your information. Basically you start out with full credit and I mark off for problems that I see.

Submittal: Hand in your work in hard-copy form to me or under my office door.

Page 1: Jobs

There are five jobs mentioned in the syllabus: CEO, Marketing, DBA, System Administrator, and Content Developer. For each job, tell whether you would like to do that job. If you want the job, also tell what skills you have that would help you be successful at that job. Try to sell me on letting you have that job.

List each job in a separate paragraph. Order your paragraphs with the most desired job first, and the least desired job last. Make the whole thing fit on one page.

Page 2: Companies

There are many companies and industries listed in the syllabus. Talk about the kind of company that you would like to work in. Retailer? Bank? List your top three (or more, not less) companies from that list, or make up some of your own. Say why you feel that way. Tell me how important it is, or tell me that you really don't care. Whatever. Make the whole thing fit on one page.

Page 3: Personalities, etc.

I will not grade this page (other than present or absent). I will not return it to you. But I will use the information on this page to help me assign jobs and teams.

Please list the people that you would really like to work with (and why). My main priority is putting appropriate skills on each team, but after that, I will see what I can do to put you with the people you request.

Also please list the people that, confidentially, you would really like to avoid working with. I promise to make sure you are not put on the same team. If there is nobody that you want to avoid, say so. I don't want to know any reasons.

Please mention anything else that you feel I should take into account in assigning the teams.