Congratulations. You have just accepted a full-time job. Full-time job search that is. Do not conduct your job search with anything less than a full-time effort. Without full-time commitment, you increase the amount of time you will be without work—which decreases your attractiveness in the job market.

Following is a sample work schedule:

• **7:30 a.m.** - Early morning callbacks to contacts you were unable to reach the previous day.

• **8:30 a.m.** - Off to the library or placement office to do further research and write follow-up letters from the day before.

• **12:30 p.m.** - Hit the telephone all afternoon. Do not stop until you have contacted every potential employer and every potential contact.

• **4:30 p.m.** - Send same day follow-up letters to the most promising contacts of the day.

• **5:30 p.m.** - One last attempt to reach all those unable to be reached during the day.

In looking at the above, there is one major activity missing: interviewing. When you start receiving interviews, you will know that your new job is within reach.