

Sanika Kulkarni

BUS 12 Section 62

Professor Alaka Rao

16 November 2021

## Final Project Report

### I. Career Action Plan

- A. Since my senior year of high school, my career aspirations have been quite simple. I plan to earn both bachelor's and master's degrees in Management Information Systems by 2026. I am currently enrolled in San Jose State University to achieve my bachelor's degree, and I want to complete my master's in an out-of-state university. The careers I intend to pursue are a systems analyst, entrepreneur, and/or a business operations manager. My major explores both the business and computer science fields, which opens up more career options. The original plan was to enroll in business, but my parents advised me to include computer science as well, and it contributes to reaching my aspired goal. The results of my Focus2 work interest assessment show artistic, enterprising, and social. These results inform me that I prefer a creative career, have a leadership potential, and take interest in problem solving.
- B. I have already made a class schedule for all my years of college that supports my career aspirations. For the first year I will be focusing mainly on general education classes. In the second year, I have 1-2 general education classes, but the rest are my upper division courses. I completed a couple of courses which count towards my college career. Lastly, my last 2-3 semesters cover the rest of my

upper division courses such as Web Based Computing and/or Digital Innovation. Some extracurricular activities I will join are Management Information Systems Association and Women in Business to further develop my connections. Also, I intend to study abroad for a couple of semesters in the UK or somewhere that interests me. It would be such an amazing opportunity to grow my leadership skills. Below is a potential schedule of my classes for each year and term.

Year and Term	Class #1	Class #2	Class #3	Class #4	Class #5
Freshman Fall	Musc 10 A	Econ 1A	Math 71	Engl 1A	Bus 3 12
Freshman Spring	Engl 2	Phil 10	Comm 20	Geol 1	AAS 3A
Freshman Summer	AAS 33B	TA 10	N/A	N/A	N/A
Sophomore Fall	Bus 3 80	Bus 1 20	Bus 4 91L	Kin 023A	Biol 10
Sophomore Spring	Bus 2 90	Bus 1 21	Bus 4 92	Kin 020A	Bus 110B
Sophomore Summer	LLD 100WB or Bus 2 90	N/A	N/A	N/A	N/A

Junior Fall	Bus 3 160	Bus 2 190	Bus 5 187	Bus 5 140	Bus 4 110A
Junior Spring	Bus 4 111	Bus 4 112	Bus 119A	MIS Elective #1	Kin 111
Junior Summer	Bus 2 130	NUFS 139	N/A	N/A	N/A
Senior Fall	Bus 3/Phil 186	MIS Elective #2	Bus 1 170	Bus 119B	Bus 3 189

C. First, I conducted an informational interview with a professional working in the teaching field. I continued to engage in conversations with professionals to gain greater insight into career possibilities. I interviewed a math professor named Hidefumi Katsuura, who is writing a geometry thesis alongside teaching college math courses. I didn't use a platform to engage with him but I did research a little about him on LinkedIn. I asked questions that would help me achieve the job I wanted to work. Some of the questions included: "What do you enjoy about working towards your passion?" And "What skills should I have to thrive in this industry?". Overall, I was grateful to have conducted this interview. I learned that being a tutor requires lots of patience, curriculum knowledge, and interpersonal skills. It is important to make sure the person you are tutoring is comfortable and willing to communicate with you. This way they can ask questions if they have any doubts. As for the curriculum knowledge, as tutors we have to know that we

are confident in teaching the subject. If we are passing on wrong information then that decreases our trust value as tutors/professors. Next, we have to teach in a way that the specific age group understands. In initial meetings, it is important to ask if the student is understanding the concept or not. Finally comes interpersonal skills. These skills “are the behaviors and tactics people use to interact with others effectively. Some people are born with them but they can be learned” (Investopedia). Apparently, extroverted people are more likely to exhibit these skills as opposed to introverted people because extroverts like to talk. This was a great experience for me.

### Informational Interview

<b>Question 1</b>	What is a typical day like?
<b>Question 2</b>	What has your career path looked like?
<b>Question 3</b>	What jobs and experiences prepared you for your current position?
<b>Question 4</b>	Is there anything you would have done differently in pursuing your current field?
<b>Question 5</b>	What skills are most desirable and important in this field?
<b>Question 6</b>	What is the most rewarding part of your job? What is the most challenging?
<b>Question 7</b>	What do you enjoy about working towards your passion?
<b>Question 8</b>	What skills should I have to thrive in this industry?
<b>Question 9</b>	What is the importance of following our passion and not a career that provides a good amount of money?
<b>Question 10</b>	In the end, was the journey worth it?

D. As I browsed through Handshake, I found a math tutor job in San Jose, CA for a company called Knowledge Quest. This opportunity is certainly achievable and I

am confident I will be able to attain it. I believe I will be able to learn interpersonal skills through this job. Over the course of quarantine, I have lost the ability to hold a conversation with anyone that isn't my family for even a solid 5 minutes. This will give me an advantage to show my skills and education as well.

1. The Job Description: KnowledgeQuest is seeking qualified applicants to tutor K-12 students in reading, writing, and/or math for our after-school learning center. The position requires teaching our pre-designed, multi-sensory programs to a maximum of two students per hour. We will provide training prior to the start of teaching. The applicant must be available on at least two afternoons per week (from 3:30-7:30pm).

Other requirements for this position include:

Applicants must qualify for the Federal Work Study Program, applicants must have strong math and/or English skills, position requires some administrative and record-keeping work, experience with tutoring or working with children is required, and applicants must be comfortable to teach in-person

We prefer applicants who are interested in a career in education and students in the SJSU teaching credential program.

E. Cover Letter and Resume (separate pages for each)

November 2, 2021

Jane Murphy

Recruitment Specialist

Knowledge Quest

2015 Camden Blvd

San Jose, CA

Dear Jane,

I'm so glad that I connected with you in September about the Math Tutor position at Knowledge Quest. Having several interpersonal and teaching skills, and my prior knowledge through college classes and high school classes, I would be an ideal candidate for this position.

According to your job description you are looking for someone who has administrative and record-keeping experience as well as a high level of math and English curriculum knowledge. Additionally, I am someone who is skilled in working with Google applications, Zoom, and WebEx. I have achieved high grades in multiple math classes as well as all my advanced English classes.

Working at Knowledge Quest would be an amazing opportunity for me. This role will help me develop 21st century career skills. Your company has and will continue to change the learning and teaching industry and bring convenience to many people. There are plenty of startups where I could flex my math skills, but there is no other company that offers the resources and opportunities like Knowledge Quest does.

I would love to chat with you on further skills I might need for this position as well as what I can bring to the table at Knowledge Quest.

Sincerely,

Sanika Kulkarni

**Sanika Kulkarni**

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**OBJECTIVE:** Seeking a part-time tutor position with Knowledge Quest in the field of mathematics, where I can apply my knowledge and skills for continuous improvement

**EDUCATION:**

B.S., Management Information Systems 2025 San Jose State University, San Jose, CA

**RELATED COURSEWORK:** Algebra I, Geometry, Algebra II, Trigonometry, AP Microeconomics, and Calculus

**WORK EXPERIENCE**

Mind Sage Internship, Remote

*Work-Life Mentor/Blog Writer | June 2020 - August 2020*

- Led a team of students to develop and improve ideas on MindSage's student education curriculum program
- Mentored for a work-life program enhancing soft skills for at-risk children and students
- Authored blogs for at-risk organizations to help mindsets across nation
- Evaluated administrative and record-keeping work Teen Advisory Group Volunteer, Dublin Library, Dublin, CA *Volunteer | June 2018 - August 2019*
- Practiced organizational skills by setting up arts and crafts tables for young children
- Demonstrated hospitality and computer technical skills to assist seniors with technology and library applications

**SKILLS:**

Computer: Zoom, Google Applications, WebEx, and common applications Foreign Language: English, Marathi, Hindi, Telugu, Proficient in French

## II. Happiness & Well-Being Plan

- A. Now that the course has come to end, I have to say that my idea of happiness is not the same as it was before. I used to think that happiness was all about healthy relationships, staying close to the ones you love, and appreciating life as it is. Happiness really is about keeping yourself happy and then cherishing and creating memories with others. This, and having a stable career, social life, and making sure you have basic needs. I firmly believe that everyone's opinion on happiness is different, because agreement comes from within. If someone's idea of happiness is similar to yours, then you are more likely to favor their point of view.
- B. An "aha" moment that I had during this class was during the passive/active listening lesson. I related with the lesson because I subconsciously practice passive/active listening all the time. In class, I write down notes to review for a later time, but I end up not remembering anything after one day. This is called passive listening. The solution to this is active listening. We only really actively listen to people we know or when the topic is something that interests us. It is up to the individual to try and interest themselves into a topic they don't like. This is probably one of the lessons I will be taking out of this class.
- C. I chose Journal #1 where we use our strengths in our everyday lives to show a random act of kindness for a week. This task was the easiest for me because I show several acts of kindness on a daily basis without even realizing it. My strengths were humor, kindness, judgement, and creativity. As I mentioned before, I already show acts of kindness on a daily basis. Maybe a variety of new acts would be great to start with. I will create a journal like I did for the task, to keep



track of progress. This way I can try new ideas to show kindness, and grow myself as a person as well. I plan to do the practice about 3-4 times a week.

#### Journal #1 Entries

10/06 - Humor: This is an everyday strength that I use. When I converse with my friends and peers, I add in humor to make the conversation more interesting. I feel more comfortable and confident when I use humor, because I feel that I am making others happy as well.

10/07 - Kindness: I don't engage in acts of kindness that much, but today I held the door open for a lot of people. It gets irritating to scan the tower card to enter each building, so I decided to help out a few people. I felt great because everyone else started to hold the door open for others as well. It was like a chain reaction.

10/08 - Humor: This is an everyday strength that I use. When I converse with my friends and peers, I add in humor to make the conversation more interesting. I feel more comfortable and confident when I use humor, because I feel that I am making others happy as well.

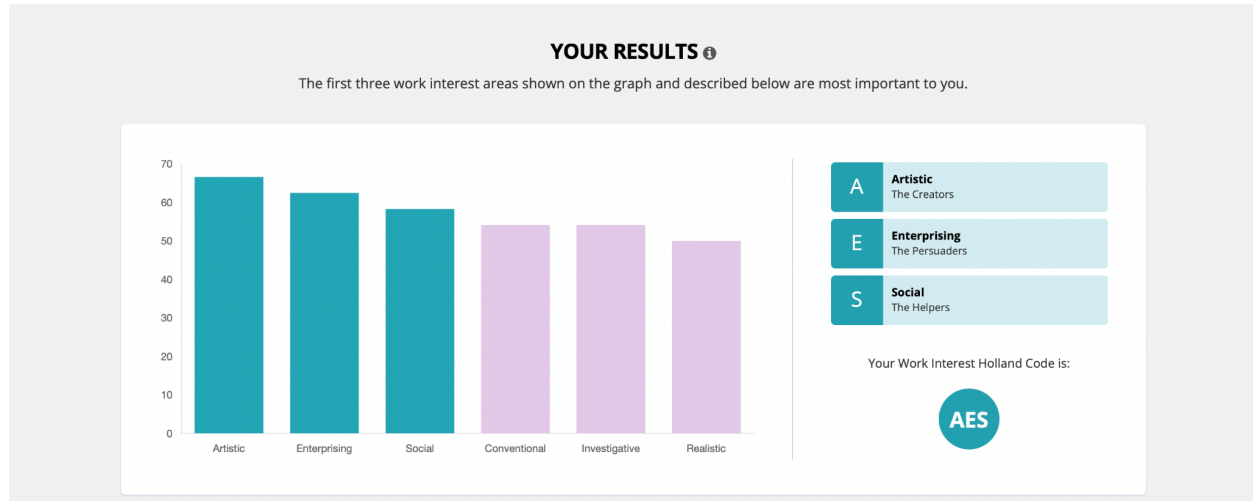
10/09 - Humor: This is an everyday strength that I use. When I converse with my friends and peers, I add in humor to make the conversation more interesting. I feel more comfortable and confident when I use humor, because I feel that I am making others happy as well.

10/10 - Judgment: Today I have a really heavy schedule, so I have to decide if I want to go to the gym for 2 hours or study ahead of time for classes. I decided to go to the gym because I needed some time away from my dorm and books. I am happy to be consistently exercising regardless of my tiring schedule.

10/11 - Creativity: I had to use the restroom today before going to English class. So, I went to the restroom and the door was locked from the inside of the bathroom stall. I had to think fast. I slid under the bathroom door and I reached class on time. Creative, effective, but the worst Monday ever.

- D. My scores honestly didn't change too much, except for the Authentic Happiness Inventory. I was feeling lonely and unhappy before college started. Initially, my score was 2.42, and now it is 3.57. Now, I have learned to embrace it because I know that I am still trying to make new friends and cope with living on campus, hence the 3.57. When I am in my third year of college, I expect my score to be in the 4-5 range. That is the time range where I feel I will make a great group of friends. I will also be accustomed to college life as well. Accepting myself for who I am has made a difference in my happiness.
- E. I have always been interested in my career choice, so there were never any issues from that. In school or college, it gets really competitive sometimes and everything just becomes a race. But, I have learned to put myself before anyone else's progress, because caring about how successful others are isn't going to help me. I feel happier now.
- F. I really hope that the other students have also learned something valuable from this class, like I did. Even though I don't know everyone in the class, I hope to see them again and make new connections for the future.

### III. Appendix



A.

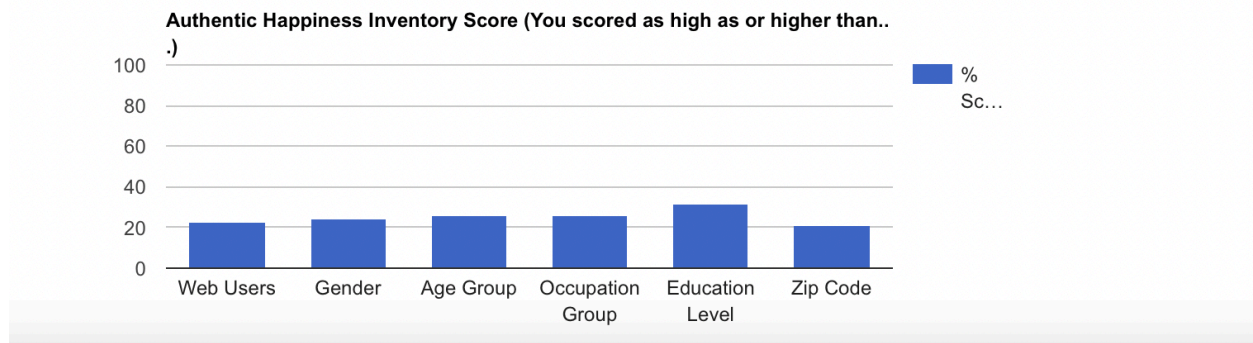
Here is your score on the Authentic Happiness Inventory. We are currently testing and refining this questionnaire. We cannot yet tell you whether or how scores on this questionnaire are related to happiness.

We can only tell you how your scores compared to those of others using the site and thank you for your kind contribution to this research.

Nov 05, 2021

Score Range : 1 to 5

Authentic Happiness Inventory : 2.42



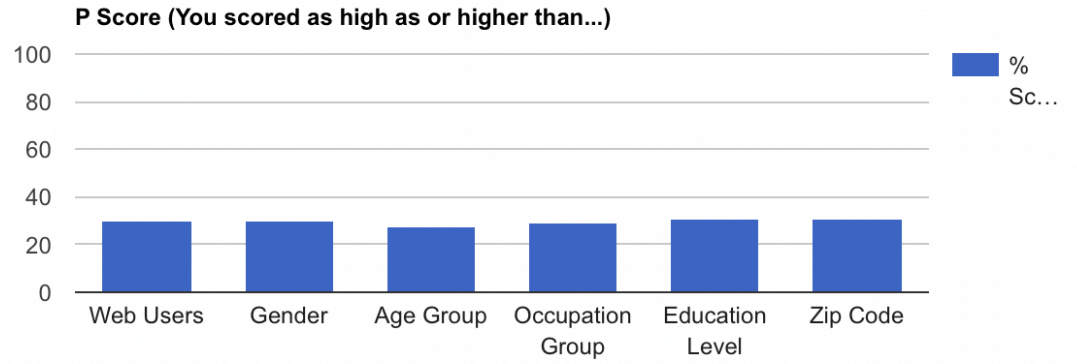
B.

For further information see the book [Flourish](#) by Dr. Martin Seligman.

Nov 05, 2021

Score Range : 0 to 10

P : 6



C.