Want To Get To Know Your 2017-2018 Officers??

**President:** Kelsey Riffle  
**Major:** Material Science and Engineering  
**Graduation Date:** May 2018  
**Past Internships/Research:** Summer 2016- ArcelorMittal: Associate Engineer Metallurgical Intern, Summer 2017 - ArcelorMittal: Associate Engineer-Metallurgical Engineer  
**Hobbies:** Cooking, snowboarding, and traveling  
Contact Kelsey at riffle.81@osu.edu with matters related to the Ohio State section as a whole or matters that do not fall under any of the other officers’ duties.

**Vice President:** Katie Whalen  
**Major:** Agricultural Engineering  
**Graduation Date:** May 2019  
**Hobbies:** Cooking, reading, sports  
Contact Katie at whalen.161@osu.edu with overall questions about the society.

**Treasurer:** Catherine Adams  
**Major:** Mechanical Engineering  
**Graduation Date:** December 2018  
**Past Internships/Research:** Kimberly Clark Process Co-op, Proctor & Gamble Mechanical Engineering Intern, General Mills Cereal Plant Engineering Intern Business Analyst, JP Morgan Chase Application Developer  
**Hobbies:** Distance running, watching soccer  
Contact Catherine at adams.1805@osu.edu for questions regarding the club's finances.

**Secretary:** Stavi Soulas  
**Major:** Chemical Engineering  
**Graduation Date:** May 2018  
**Hobbies:** Soccer, biking, running, and being outside  
Contact Stavi at soulas.8@osu.edu for more information about societal membership and joining Ohio State SWE.
Professional Development: Rachael Knapp  
Major: Mechanical Engineering  
Graduation Date: May 2018  
Past Internships/Research: Dow Chemical Company Manufacturing Intern, Kraft Heinz Corporate Management Intern  
Hobbies: Exploring new cities and cultures, cooking international food  
Contact Rachael at knapp.324@osu.edu if you know of a company or organization looking to partner with the Ohio State section of SWE to plan professional development events such as mock interview sessions, company info sessions, presentations, and many more. Also send her any professional related questions you may have!

Outreach Director:  
Major: Civil Engineering  
Graduation Date: December 2018  
Past Internships/Research: Intern at Thieneman Construction Inc. and ukulele, being outside, meeting new people, playing an game of pool, and eating food  
Contact Missy at ryan.1342@osu.edu for more information about outreach and educational events

Special Events Coordinator: Sam Thobe  
Major: Chemical Engineering  
Graduation Date: May 2019  
Past Internship/Research: Co-op with Anheuser Busch Research Pilot Brewery (St. Louis, MO) January 2018-August 2018, Department of Biomedical Engineering in Dr. Katelyn Swindle-Reilly's lab, researching on polymers to create a hydro-gel drug delivery cast for injured optic nerves (focused on military injuries from blasts/explosions)  
Hobbies: Volleyball and really any sport (I've been into boxing lately!), outdoor adventures (hiking & skydiving), reading, and DIY projects!  
As the Special Events Coordinator, I am in charge of the bigger events that take place during each semester. Some of these events include: Networking Night, Buckeyethon, SWE 5K Glow Run, Engineering Competition, and the end of the year banquet. Feel free to share any ideas you have in mind for future events or would like to join a committee for one of these events!  
Contact Sam: at Thobe.33@osu.edu for more information.

Big/Little Coordinator: Kayla Guarnieri  
Major: Biological Engineering  
Graduation Date: May 2019  
Hobbies: Playing volleyball, DIY and crafts, exploring, and going on adventures  
Contact Kaya at guarnieri.19@osu.edu if you are interested in becoming a Big or a Little, have questions about upcoming events, or need help contacting your Big or Little.
Social Chair: Claire Penrose  
**Major:** Chemical Engineering  
**Graduation Date:** May 2020  
**Past Internships/Research:** Conference assistant for Ohio State Office of Student Life, Chemistry TA  
**Hobbies:** Running, Exploring Chicago, Watching the Cubs  
Contact Claire at penrose.24@osu.edu if you have any questions about social events that SWE is hosting throughout the year or just need a fellow SWE member to hang out with at any event :)

Publicity Director: Amanda Slager  
**Major:** Chemical Engineering  
**Graduation Date:** May 2020  
**Past Internships/Research:** Breast and Brain Cancer Research with Dr. Winter's Lab (2017/current)  
**Hobbies:** playing the flute in OSU's concert band, member of H2O Church, and member of Phi Sigma Rho  
Contact Amanda at slager.8@osu.edu for any publicity matter, if you need something for SWE publicized, need flyers for an event, have pictures to be posted on social media, need t-shirt designs, etc.

Webmaster: Yvonne Johnson  
**Major:** Computer Science and Engineering  
**Graduation Date:** May 2020  
**Past Internships/Research:** Software Engineer Intern-Harris Corporation (Summer 2017)  
**Hobbies:** Tennis, hiking, reading, and playing videogames  
Contact Yvonne at johnson.6973@osu.edu if you have any questions about the website, would like something posted on the website, or anything related to the website.

Career Fair: Lexi Hemker  
**Major:** Mechanical Engineering  
**Graduation Date:** May 2019  
**Past Internships/Research:** Distillery Intern at Jack Daniel's (Summer 2017)  
**Hobbies:** Tennis, scrapbooking and petting dogs  
Contact Lexi at hemker.22@osu.edu if you have any questions regarding the SWE Career Fair in February!
**Sponsorship Director:** Megan Schaefer  
**Major:** Mechanical Engineering  
**Graduation Date:** May 2019  
**Past Internships:** ES Co-op Crouse-Hinds Eaton (Summer 2017), Packaging Co-op L’Oréal (Spring 2016), Environmental Co-op (Summer 2016)  
**Hobbies:** Baking, running, and volunteering with younger kids  
Contact Megan at schaefer.307@osu.edu if you are interested in partnering with or sponsoring SWE at The Ohio State University! Also contact me if you are interested in volunteering with SWE through E-Council!

**Member Recruitment Director:** Allison Whitney  
**Major:** Material Science and Engineering  
**Graduation Date:** May 2020  
**Past Internships:** Metzenbaum Sheltered Industries (summer 2016 and 2017), FEH Nanotechnology Project- Designed a chip to detect the Zika virus (spring 2017)  
**Hobbies:** Hiking, hammocking, instructing group fitness classes at the RPAC, petting dogs on the oval, drinking coffee  
Contact Allison at whitney.171@osu.edu if you are interested in joining SWE and would like to know how to get started! (i.e. how to be put on the mailing list, which events to come to). I'll be your buddy through the process of joining our SWE section!

**Alumni Director:** Sarah Shaffer  
**Major:** Biomedical Engineering  
**Graduation Date:** December 2020  
**Hobbies:** Boating, wakeboarding, volunteering, and reading  
Contact Sarah at shaffer.557@osu.edu if you need career advice! I can connect you to alumni who have awesome experiences to share.

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SWE is pretty cool!... How Do I Join?

Mailing List
If you're an Ohio State student or a faculty member and would like to be added to our mailing list, please email our secretary Stavi Soulas at soulas.8@osu.edu with your name and dot number. Once you've been added to our mailing list, you'll receive our weekly newsletter and updates about swe-sponsored events here at OSU as well as volunteer and leadership opportunities. If you have an event from another club that you would like to advertise for that our members can join or benefit from, feel free to email Jasmine and see if she can put in a plug in the newsletter.

Facebook
You can join us on Facebook to be invited to events as well as receive any pertaining updates. Being in the Facebook group is a great way to keep in touch with other SWE members, stay connected, and explore numerous opportunities throughout the year.

Instagram
Follow us on Instagram @osuswe for more pictures and fun! If you have any pictures from events that you would like to see posted, please contact our publicity director, Jasmine Johnson!

Taking SWE to the Next Level

Societal Membership
We recommend becoming a SWE Societal Member at http://societyofwomenengineers.swe.org/index.php/membership for further benefits. To become a member, click on the link above and select the join option. Then select the 'Become a Member (Non-member)' link and follow the instructions to complete the process. You will be asked to select the type of membership you want which are listed below with prices.

1. **Collegiate to Career**- For a one-time $50 payment, collegiate members can obtain a SWE membership for their collegiate years through the first year they qualify for professional grade membership. C2C is beneficial to students with two or more years of schooling left. This is the type of membership typically recommended to our new SWE members here at Ohio State!
2. **Collegiate**- SWE Membership is available for $20 to college students majoring in engineering. No application fee is required. To be eligible, you must be a college student and not employed full time in engineering.
3. **Joint**- This option allows you to join SWE and one of the following three professional organizations for a reduced rate: The American Indian Science and Engineering Society (AISES), the National Society of Black Engineers (NSBE), or the Society of Hispanic Professional Engineers (SHPE). (Only available April 15-December 31)

Oh Ohio State SWE Society Code: **G059**

**Important**
Please keep in mind that in order to be eligible to run for an officer position or vote at the end of the year, you must be a societal member.

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Survival Tips From Your Officers

- Strongly encourage you to utilize professor office hours so he/she can get to know you early on. If you regularly attend office hours, getting help right before an exam will be a lot easier!
- Taking classes over the summer at a community college is a great way to get ahead and reduce your workload throughout the year (make sure OSU accepts the transfer credits first by talking with your advisor!)
- Challenge yourself to make friends in your classes which can be a great tool for study groups
- Get connected with Engineering Career Services (ECS). They offer mock interviews, workshops, resume reviews and so much more! (Located next to Hitchcock Hall on North Campus)
- Take advantage of as many opportunities as possible, especially the ones that push you outside of your comfort zone
- Set aside time from schoolwork to do things that you enjoy. We all know school can be overwhelming at times!
- Get involved in a leadership or volunteer role early so you can start networking and making closer friends from the start. Joining a SWE committee is a great way to start building leadership skills on a smaller scale
- Time manage! Deadlines and events come quicker than you might think. Buying a planner is a great tool to set you up for success
- Continue to make the effort to reach out to your friends from high school that you no longer see everyday!
- Build relationships with mentors (upperclassmen, TAs, professors) that will motivate you to set high goals and will help you reach those goals
- If there is something new you’ve always wanted to try or have been interested in, now is the time to go for it and explore
- Go to conferences and professional development events even as a freshman. Sometimes they sound boring, but they are actually a lot of fun and before you know it, graduation will be right around the corner!
- Go to the engineering expo and SWE career fair. Getting comfortable networking with company professional early on will pay off when it comes time to look for your dream job or internship
- Hold onto your coursework, exams, projects because you will probably need to refer back to them later in your college career
- If you’re interested in living off campus after sophomore year, start looking for houses/apartments when you get back to school! Contact the different rental companies to see when you can start signing leases. They fill up fast!
- CABS tracker app can be used for navigation around campus
- If you are unaware of Ohio weather, best tip is to layer clothing and buy some boots with good traction. Ohio winters can be brutal sometimes and OSU barely believes in snow days ☹️

Who Knew A Piece Of Paper Could Be So Important??

All resumes should include (some optional but strongly encouraged):

- Name and contact information (home address, email, phone number)
- Education (university, degree, estimated graduation date, GPA)
- Skills or qualifications
- Experience (job, projects, research, leadership)
- Honors (scholarships, awards)
- Clubs/Activities

Objective statements at the top of resumes are not required but are standard. An objective statement:

- Summarizes what you are actively seeking and what you have to offer

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• It might be nice to include the company you want to work for in the objective statement which shows that you took the time to personalize your resume for that particular company

Top 10 Resume Tips

1. Rank the sections in your resume and the items in those sections from most important to least important.
2. Include keywords when specifying skills, software, and technical knowledge. Cross-reference job descriptions with the skills listed on your resume.
3. Utilize action verbs to start off your experience sections. Avoid personal pronouns (I, me, we).
4. Before submitting your resume, check for spelling, grammar, and errors. Submit/send resumes, as PDF’s to ensure the document can be open and viewed on any computer correctly.
5. Focus on results- what did you accomplish during the project, savings for company, etc. Share important quantitative data as well as a brief overview of the process.
6. Organize the resume in a way that is easy to read and is concise. Use one font throughout the document. Bold as needed. Font size should be between 10-12 and choose a conservative font such as Verdana, Arial, or Calibri. Consider using an ecs template
7. Be honest, you should be able to speak about everything you have written on your resume in an interview.
8. Eliminate large areas of whitespace. Find a strategic way to maximize the document without making it look cluttered or hard to read.
9. Update your resume as changes occur throughout the semester/year. (Remove high school experiences your second semester of freshmen year or as soon as you have collegiate experiences).
10. College resumes should not exceed 1 page

For any additional questions, concerns, resume templates, or more information, please visit the ECS resource (a free tool!) that Ohio State provides. https://ecs.osu.edu/sites/ecs.osu.edu/files/uploads/student_handbook_2016-17_interactive.pdf

Don’t have any “engineering experience”?

• It’s ok to list any part time high school or summer jobs, be sure to highlight any leadership roles and emphasis any ‘soft’ skills you learned from the experience such as teamwork, communication, time management, etc.
• Be sure to add any projects you participated in, in high school (ie First Robotics) to your resume and as the school year progresses be sure to add any engineering academic projects as well
• Join an engineering project team such as EcoCAR, ChemE Car, or Buckeye Bullet! Most student project team require little to no engineering experience and are a great way to gain hands on experience to help snag that first internship. For any questions about what project teams are like and how to get involved contact Yvonne Johnson
• Join Clubs! Being involved in a student organization is a good way to show time management skills and open up leadership opportunities. Being involved in SWE is a great way to show your interest in engineering and attended professional development events in addition to having fun!
• Take up leadership positions in SWE or other places around camps. SWE offers a variety of leadership opportunities besides officer positions such as joining a committee or doing an officer shadow program. Look for and take advantage of other leadership opportunities around campus such as your residence hall’s activity board and other event planning committees
• Get involved with research. While it isn’t always easy to get involved in research early on it is definitely possible and many first and second year engineering students do! Talk to the Office of Undergraduate Research, your professors and older students for advice on getting involved with research

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What Does Professionalism Look Like?

Business professional attire should be worn to career fairs, interviews, and other business events unless specified otherwise. Business casual attire will be specified but is common for information sessions, networking nights, and lunches. Remember, it never hurts to be overdressed rather than being underdressed!

**Business Professional**
- Dark business suit (pant or skirt)
- Knee-length skirt
- Conservative blouse
- Belt
- Low heels or flat dress shoes
- Neutral hosiery
- Minimal jewelry
- Longer hair can look more professional pulled back but is not required

**Business Casual**
- Conservative blouse
- Blazer
- Sweater/cardigan
- Polo
- Tailored dress pants
- Knee-length skirt
- Belt
- Low heels or flat dress shoes
- Minimal jewelry

**Additional Tips**
- Cover tattoos
- Remove additional piercings (except 1 in the ear)
- All clothes should be clean, wrinkle free, well-fitted and not tight/revealing
- Natural makeup
- Light/no fragrances

It is important to present yourself as a young professional; confident, well prepared, and polished to set yourself up for success! Any questions or concerns can be directed towards Professional Development director Rachael Knapp or Engineering Career Services at [https://ecs.osu.edu](https://ecs.osu.edu) for more information.

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Career Fair Tips

- First off, go to the career fair! Even if you are a freshman or are not interested in an internship position it is a fantastic opportunity to get your resume out there and start making connections. It is also a great, low pressure time to start practicing talking to recruiters. Even if you are a freshman please know that freshman CAN and DO get internships.
- Dress business professional (see above) at Engineering Expo and the SWE career fair. For any other career fairs or networking nights, check the website or fliers for details on how to dress. When in doubt it is better to be overdressed than underdressed!
- Have an “elevator pitch” prepared. See Engineering Career Services for tips on how to create an elevator pitch.
- Ending your elevator pitch in a question is a great way to start a conversation with recruiter and avoid a potential moment of awkward silence.
- Research companies before hand. Make sure you know what they do and could have a conversation with a recruiter about them. Showing that you know about the company lets them know you are serious about them.
- Have questions prepared. Never ask companies general questions such as “Can you tell me more about your company?” or “What does your company do?” Try and ask questions specific to the company (ie “I saw your company is working on this new technology. Could you tell me a bit more about it and do interns ever get the chance to work on these projects?”). Ask questions that require the recruiter to draw from their own experiences as an employee such as “How would you describe the company culture”, “Did you ever intern at this company and if so could you tell me a bit more about your experience?” and “What are some of your favorite projects that you’ve worked on?”
- Attend SWE’s networking night! It will be a slightly less formal way to meet with recruiters and gives you a chance to get to know recruiters before a lot of other candidates.
- Ask recruiters for their contact information or a business card and follow up with them after the career fair. Try to mention things you talked about at the career fair in your follow up so the recruiter remembers you.
Navigating Columbus

1. Ride the COTA!
   a. Click [here](http://www.cota.com/Maps-and-Schedules/Trip-Planner.aspx) to plan your trip on the COTA bus system. COTA bus stops are indicated all over Columbus.
   b. All rides are free with an activated BuckID, just swipe it when you get on to ride ($2 - $2.75 for non-OSU students)

Popular places to ride the COTA:
- **Lennox Town Center** - 777 Kinnear Rd, Columbus, OH 43212
  - Target, AMC Theatres, Old Navy, Famous Footwear, Staples, Bath and Body Works, and more!
  - Centered around high street between campus and downtown, The Short North is one of Columbus’ most popular neighborhoods for food, shopping, arts, nightlife, and more!
- **Easton Town Center** - 160 Easton Town Center, Columbus, OH 43219. Great place to shop and explore new restaurants!
- **Polaris Mall** - 1500 Polaris Pkwy, Columbus, OH 43240. Another great place to shop!
- **Downtown Columbus**
  - Nationwide Arena - 200 W Nationwide Blvd, Columbus, OH 43215

2. Uber
   a. Uber is a rideshare service that offers flat-rate rides around Columbus. Riders can reserve a car through the Uber mobile app.

3. CoGo Bike Share
   a. CoGo is a bikeshare designed as a transportation service between stations around Columbus. Daily rentals and annual membership information is available on the CoGo [website](http://www.cogobikeshare.com)

4. Car2Go
   a. Don’t have a car on campus? Car2Go is a carsharing business that allows you to travel wherever you want without the hassles of owning a car on campus. Pricing and more information can be found on their website at [https://www.car2go.com/US/en/](https://www.car2go.com/US/en/)

5. Greyhound Terminal –
   111 E Town St. Columbus, OH 43215
   a. Want to travel to Ohio University, Cincinnati, Cleveland, and more? Visit the Greyhound website at [http://locations.greyhound.com/bus-stations/us/ohio/columbus/bus-station-250116](http://locations.greyhound.com/bus-stations/us/ohio/columbus/bus-station-250116) to learn more information on pricing, times, and routes.

Exploring Columbus
   1. Best traditional pizza: Mikey’s Late Night Slice
   2. Best donuts: Buckeye Donuts
   3. Best midsize music venue: Skully’s Music-Diner
   4. Best movie theater: Gateway Film Center (get discounted tickets with your Buck ID)
   5. Best bookstore: Book Loft

   1. Visit the Short North
   2. Shop at The North Market
   3. Dine your way through German Village
   4. Stroll the Scioto Mile
   5. Visit the Columbus Zoo

3. Before you attend an event, movie, concert, etc. visit the Ohio State Union website to find discounted tickets using your Buck ID! **D-tix is a great resource to save money!**

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**Welcome Fellow Buckeye!**
Whether you are a first year student or unfamiliar with OSU traditions, SWE is here to help! Below are some of the traditions we take pride in at OSU. Welcome to the family and please let us know if you have any questions.

• Everyone knows Brutus right? Wrong…the person behind the Brutus costume is a secret. If you figure it out, we would love to know!

• Michigan week here we come! If you haven’t heard….that school up north is our rival. Prior to the Michigan game, students tape an X over every “M” to share school pride and prepare for the battle (if you can even call it that since we always win)

• No matter how good or bad you are at singing, join your fellow buckeyes with the football team in locking arms and singing Carmen Ohio at the end of each game

• If you haven’t already heard, Ohio State has the BEST DAMN BAND IN THE LAND. Join them at the Skull session (pep rally) prior to the games to hear them play!

• Who dots the “i” in script ohio? Fourth year sousaphone players take turns each game dotting the “i”.

• Just when you thought football was over…. Join the football team at the annual spring game that will be announced at a later date. Every April the football program concludes spring practices with a scrimmage between the players!

• Get those arms and voices ready! At anytime during the game each section of the stadium will take turns standing up and chanting “O-H-I-O”. You won’t want to miss this atmosphere, it is pretty amazing!

• After each victory for OSU football games, the victory bell is rung. Did you know that this bell weighs about 2,420 pounds and can be heard as far as five miles away?

• Get ready for “Hang on Sloopy”, Ohio’s official rock song.

• Sloopy’s Diner on campus at the Union also has tasty buffets for some of the games. I highly recommend looking into the dates and times of the buffets so you can try it out!

• Block O is known for starting cheers, spreading the OSU spirit, and surprising the crowd with card stunts. Block O is Ohio State’s largest student organization on campus!