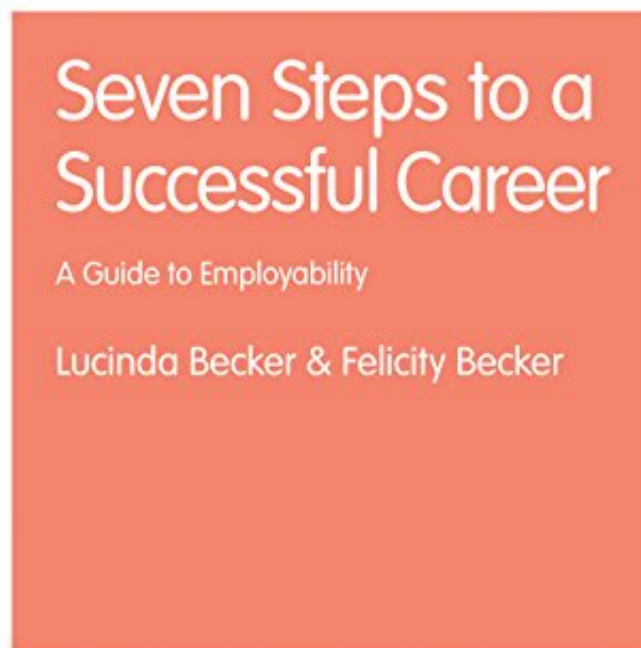


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## Seven Steps to a Successful Career: A Guide to Employability (SAGE Study Skills Series)

*Lucinda Becker, Felicity Becker*  
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**Lucinda Becker, Felicity Becker : Seven Steps to a Successful Career: A Guide to Employability (SAGE Study Skills Series)** before purchasing it in order to gauge whether or not it would be worth my time, and all praised Seven Steps to a Successful Career: A Guide to Employability (SAGE Study Skills Series):

Lecturers request your electronic inspection copy here Are you a student thinking about the next steps in your career or study? Are you taking an employability module at university or are you just keen to learn more about how to get the

job you want? If you answered yes to any of the above, then this book is for you! Clear, focused and strategic it is written as a series of FAQs and builds upon real student experiences. Designed to help the modern student it offers pragmatic, jargon-free advice which will help you to move forward into a successful job application or career change. Key features of the book include: Advice from current students, graduates and employers Exercises designed to provide a 'quick fix' when faced with challenges Checklists enabling you to record progress as you move through sections or tasks Practical steps you can take to sustain momentum as you move through your studies. This is an ideal guide to making the most of your skills, beating the competition and getting your ideal job! SAGE Study Skills are essential study guides for students of all levels. From how to write great essays and succeeding at university, to writing your undergraduate dissertation and doing postgraduate research, SAGE Study Skills help you get the best from your time at university. Visit the SAGE Study Skills hub for tips, resources and videos on study success!

An excellent, practical career development guide for students and career changers alike, packed with useful resources and exercises. The 7-step approach makes for easy, selective use. This is a perfect guide for the modern job-hunter who needs answers quickly! --Irena Jennings

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A mother and daughter co-authorship providing a sympathetic, yet pragmatic, guide to all aspects of career development. The authors have structured the book to maximise efficiency for the reader, yet simultaneously include thought-provoking questions and insightful discussion of thorny issues. An invaluable read, packed with resources and underpinned by a true passion for and expertise in employability. --Helen Standage (02/10/2016)

It is an ideal read for undergraduate and postgraduate students who need a boost in employability, need advice to handle career challenges and need to develop and promote their professional attributes (skills, experience and qualities). It is the kind of book that ESP teachers, or any teacher in higher education, might consider referring to their students who are about to finish their studies. It is even a more essential book for those international students or career changers who wish to find a career in the UK since the book is full of websites that give very specific advice about careers and employment in the UK. --Balbina Moncada Comas

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About the Author Dr Lucinda Becker, an award winning Senior Lecturer and Teaching Fellow at the University of Reading, has spent her career committed to enhancing the skills of undergraduates and research postgraduates. She has written numerous successful study skills guides for students. As a professional trainer she also works throughout the United Kingdom and Europe, devising and delivering training in communication and management techniques, principally to lawyers, engineers and scientists: real exemplars of generic, transferable skills with impact.

Felicity Becker is a lecturer in the Further Education and Lifelong Learning sector and is involved in the training of transferable skills and in boosting employability through training. She has a portfolio career involving lecturing, running her own training company and working as a sign language interpreter. She has recently started her Masters in Education.