



Personal and Professional Development for Business Students

Paul Dowson

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'This book clearly approaches the "21st century skills-issue" ... Hands-on, reflective, thorough: a definite must-have for students, professionals and HE institutions.' - *Nieke Campagne, Careers/Policy Advisor, Leiden University, The Netherlands*

Whether you are about to embark on your business degree programme, are already a business student or are a business graduate, this book helps you to develop yourself and your career in ways which will benefit you, your current and future employers and society.

Focused on developing study and personal skills to enhance your employability, it provides insights and practical guidance on:

- Developing a skill set and competencies that will be valued by employers, including team-working, critical thinking, networking, managing emotion and managing technological change
- Self-profiling through career and life planning, and self-presentation through career communication, volunteering and internships
- Becoming a global business practitioner, able to anticipate economic and cultural change, understand a diversity of world-views and the idea of 'global responsibility'
- Becoming a responsible and ethical business practitioner, embodying virtues and values which are increasingly sought after by employers in line with consumer expectations.

'The first thing I really love about Paul Dowson's hugely comprehensive book is its clarity; he takes complex themes and turns them into accessible learning outcomes. The other thing to love is its humanity – it is insightful and borne of a deep concern about how students transition from higher education to working life and citizenship.' - *Jane Artess, Director of Research, Higher Education Careers Services Unit (HECSU), UK*

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