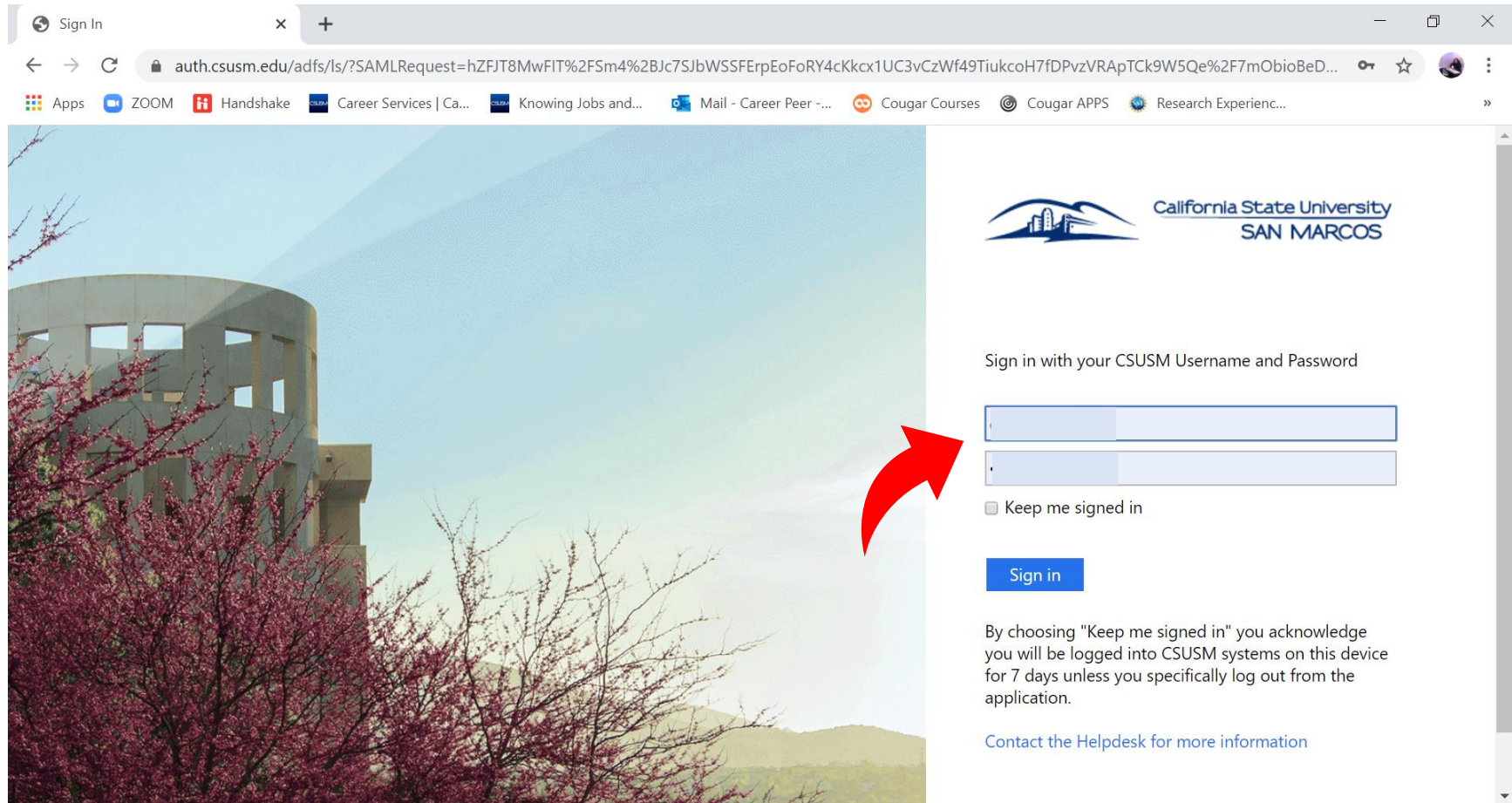


Step 1: Login to your [Handshake](#) account with your credentials



The screenshot shows a web browser window with the URL `auth.csusm.edu/adfs/ls/?SAMLRequest=hZFJT8MwFIT%2FSm4%2BJc7SjbWSSFErpEoFoRY4cKkcx1UC3vCzWf49TiukcoH7fDPvzVRApTck9W5Qe%2F7mObioBeD...`. The browser's address bar and tabs are visible at the top. The main content area features the California State University San Marcos logo and a sign-in form. The form includes two input fields for username and password, a "Keep me signed in" checkbox, and a "Sign in" button. A red arrow points to the first input field. Below the form, there is a disclaimer about the "Keep me signed in" option and a link to the Helpdesk.

California State University
SAN MARCOS

Sign in with your CSUSM Username and Password

Keep me signed in

[Sign in](#)

By choosing "Keep me signed in" you acknowledge you will be logged into CSUSM systems on this device for 7 days unless you specifically log out from the application.

[Contact the Helpdesk for more information](#)

Step 2: Click on Career Center (top right corner)

The screenshot shows a web browser window with the URL csusm.joinhandshake.com. The page features a dark blue header with the Handshake logo on the left and a navigation menu on the right. The navigation menu includes links for Jobs, Events, Q&A, Students, Messages, and Career Center. A red arrow points to the Career Center link. Below the header is a large white text area that reads "What can we help you find today?". Underneath this are six white cards, each with an icon and a title: Jobs (briefcase icon), Employers (calendar icon), Community (people icon), Career paths (document icon), Events (calendar icon), and Career center (CSUSM logo icon). Each card also includes a brief description of the service. At the bottom left of the page, the URL <https://csusm.joinhandshake.com/schools/761> is visible.

Handshake

csusm.joinhandshake.com

Jobs Events Q&A Students Messages Career Center

What can we help you find today?

- Jobs →**
Find internships and full-time jobs
- Employers →**
Discover the right company for you
- Community →**
Learn from alumni and students
- Career paths →**
Explore roles and average salaries
- Events →**
Register for events and career fairs
- Career center →**
Connect with the experts

<https://csusm.joinhandshake.com/schools/761>

Step 3: Click on Resources

The screenshot shows a web browser window with the URL csusm.joinhandshake.com/schools/761. The page header includes a search bar and navigation links for Jobs, Events, Q&A, Students, Messages, and Career Center. The main content area features the Cal State San Marcos Career Center logo and the text "California State University--San Marcos". Below this, a section titled "What can we help you find?" contains three buttons: "Appointments →" (Schedule time to meet with experts and build your career), "Resources →" (Read curated content from your career center), and "Surveys →" (Answer questions from your career center). A red arrow points to the "Resources" button.

<https://csusm.joinhandshake.com/schools/761/articles>

Step 4: Click on 2019 Resume & Cover Letter Examples

The screenshot shows a web browser window with the URL csusm.joinhandshake.com/schools/761/articles. The page displays a list of articles under the heading "Articles". The navigation bar includes a search bar, a "Candid Careers Login" button, and links for "Jobs", "Events", "Q&A", "Students", "Messages", and "Career Center".

The list of articles includes:

- Resume/CV/Cover Letter Critique Request**
by CSUSM Career Center
Resume/CV/Cover Letter Critique Request
- 2019 Resume & Cover Letter Examples**
by Anonymous
Click here to view examples of Resumes & Cover Letters in specific fields created by the CSUSM Career Center staff.
- Professional Dress**
by Anonymous

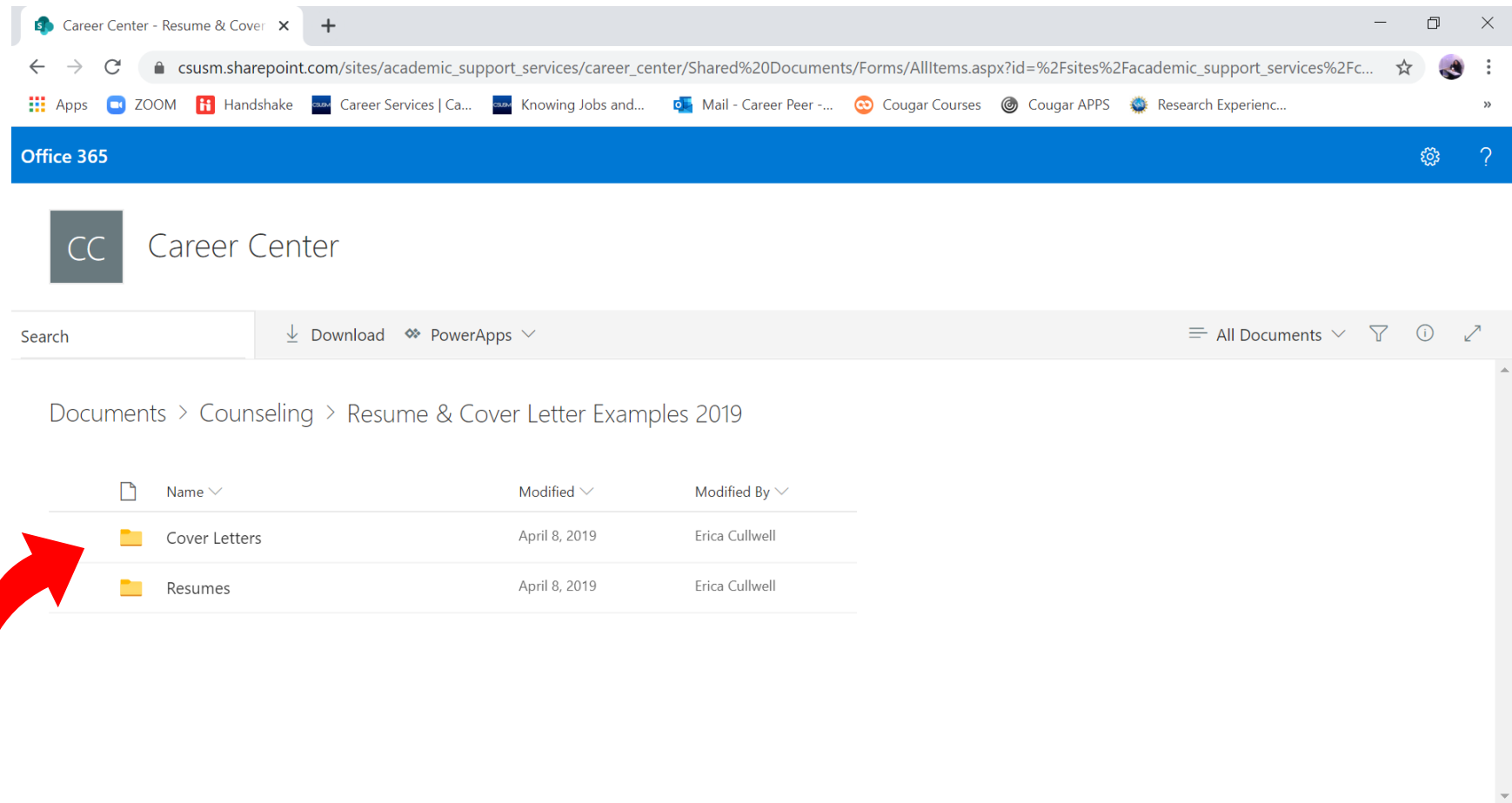
At the bottom of the page, there are navigation buttons: a left arrow, a box containing "1/1", and a right arrow. The address bar at the bottom shows the URL <https://csusm.joinhandshake.com/articles/13593>.

A red arrow points to the article titled "2019 Resume & Cover Letter Examples".

Step 5: Click on the blue hyperlink “Click here to view example of resumes & cover letters in specific fields created by the CSUSM Career Center staff”

The screenshot shows a web browser window displaying a SharePoint page. The address bar shows the URL csusm.joinhandshake.com/articles/13593. The page header includes the LinkedIn logo, a search bar, and navigation links for Jobs, Events, Q&A, Students, Messages, and Career Center. The main content area is titled "Anonymous" and contains a blue hyperlink: [Click here to view examples of Resumes & Cover Letters in specific fields created by the CSUSM Career Center staff.](#) A red arrow points to this hyperlink. To the left, there is a sidebar with two sections: "Attachments" (No files have been attached) and "More Resources" (Professional Dress, NEW Career Success Guide, Career Guide Booklet, Candid Careers, 2019 Resume & Cover Letter Examples). The main content area below the hyperlink is titled "Qualification Requirements" and lists "ALLOWED SCHOOL YEARS" (Freshman, Sophomore, Junior, Senior, Masters, Doctorate, Postdoctoral Studies, Alumni) and "ALLOWED MAJORS" (All majors allowed). The URL at the bottom of the page is https://csusm.sharepoint.com/:f/s/academic_support_services/career_center/EsnpCl6k5QVfKuwjiiAltFYB2pK-3nSBmti3ERfW4BXQGg?e=MDgTIT.

Step 6: Click on either Cover Letter or Resume examples



The screenshot shows a web browser window displaying a SharePoint site. The address bar shows the URL: csusm.sharepoint.com/sites/academic_support_services/career_center/Shared%20Documents/Forms/AllItems.aspx?id=%2Fsites%2Facademic_support_services%2Fc.... The page title is "Career Center - Resume & Cover". The page content shows a navigation breadcrumb: "Documents > Counseling > Resume & Cover Letter Examples 2019". Below the breadcrumb is a table with the following data:

Name	Modified	Modified By
Cover Letters	April 8, 2019	Erica Cullwell
Resumes	April 8, 2019	Erica Cullwell

A red arrow points to the "Cover Letters" folder in the table.

- *Examples can be downloaded and edited as Word documents.*