

# Career Services

Your experience with your SOURCE project can be a great addition to your resume and cover letter! CWU Career Services can help you represent the various tasks and work you completed with your SOURCE project with what we call "Accomplishment Statements".

## Elements of Accomplishment Statements

- Brief narrative stories
- Focus on contribution, impact, and results.
- Go beyond the laundry list of duties and responsibilities.
- Use the S. T. A. R. approach.



## Examples of Accomplishment Statements

"Designed research project to help identify issues that 1st generation students experience in college."

"Utilized SPSS software for data analysis and created a variety of charts detailing findings."

"Coordinated data collection of 100 students following experimental design while maintaining confidentiality and consistency of research methods."

## Crafting an Accomplishment Statement

- Start each statement with an action word and end with a result.
- Quantify to demonstrate scope, volume, workload, and impact.



## Connect with Career Services!

Get one-on-one or virtual assistance with resumes, cover letters, and more!

If you would like to learn more about how to show your valuable experiences with SOURCE, please use this QR code to make an appointment with Career Services:

