Making the Most of the 1L Summer

April 20, 2020

Career Planning & Professionalism
AGENDA

• Check-in
• Goal setting for summer
• Suggestions from CP&P
• Tips from students
• Biddle Law Library resources
• Programming updates
• Q&A
Checking in...
Goals for Summer

- Set goals that are **achievable** and **that excite you**!
- For example...
  - Learn about an area of law that you are excited about
  - Help clients who are in need
  - Apply what you have learned throughout 1L year in a practical setting
  - Develop relationships with your supervisors
  - Expand your professional network more generally
  - Sharpen your legal research and writing skills
  - Develop a writing sample
General Best Practices

• Lay the groundwork
• Communication tips
• Track your progress
• Lead with enthusiasm
• Practice (extra) patience
• Prepare to be nimble and flexible
• Organize yourself at the start of every week and every day
• Always be clear on: Deadline, Deliverable, and Duration ("Three Ds")
• Try to develop a writing sample
• Stay in touch after the summer ends
Virtual Meeting Etiquette

• Video on
• Leave the keyboard alone
• Dress appropriately
• Be aware of your surroundings
• Mute your microphone when you're not talking
• Speak up
• Stay present
Amanda Runyon  
Associate Dean and Director of the Biddle Law Library

Biddle is still here for you!

- [AskBiddle@law.upenn.edu](mailto:AskBiddle@law.upenn.edu) or send us questions by chat (info on our website)
- Access to library resources
- [Biddle Research Guides](#)
  - [Practice Guidance](#)
  - [Accessing E-Resources](#)
  - [Research Assistants](#)

Lexis, Westlaw & Bloomberg:

- **Lexis**: unrestricted access all summer
- **Westlaw**: restricted to academic, non-profit, clinical, or law-school sponsored internship/externship work
- **Bloomberg**: unrestricted access all summer
Demisse Habteselasie

Ana Jarquin

Bridget Lavender

Sarah Riblet
Final Updates

- Summer funding deadline
- Stay tuned for upcoming programming
  - COP event later this month on professionalism in the virtual workplace
  - “Prepare to Practice” legal research bootcamp in June
  - Greater Philadelphia Area Law Schools Summer Career Conversation Series
  - And more!
- Be sure to read weekly CP&P newsletters for details
• all-cpp@law.upenn.edu

• **Office Hours:** M - F, 9:00 a.m. - 5:00 p.m.

• **Call-in Appointments:** M - F, 12:00 p.m. - 1:30 p.m.

• **Phone:** 215-898-7493

• Visit our Remote Services page for tips and information:
  [https://www.law.upenn.edu/careers/current/law
  only/remote-services.php](https://www.law.upenn.edu/careers/current/law
  only/remote-services.php)