

Job Market Meeting

List of items included in your Job Market Meeting Packet:

1. Job Market Dates and Deadlines
2. Notes on the Economics Job Market
3. Job Market Tips for Penn Students
4. Job Interest Information form (Complete and return to Gina)
5. 2 Templates for CV – One if Masters and PhD and the other with PhD only
6. Instructions for working on your job market candidate page

Job Market 2023-2024: Dates and Deadlines

Mid-September 2023

Until last year U.S. job market took place at the AEA/ASSA meetings:

<https://www.aeaweb.org/conference/>. The meetings will be held on January 5 – 7, 2024 in San Antonio, Texas. However, this year initial job interviews will not be held at the meetings. Thus, there is no need to register for the meetings for job market purposes. Instead, the AEA recommends that interviews take place online between December 1 and January 5. Based on last years' experience, we expect the majority of interviews to take place January 2-4, however, it is possible that more schools will switch to interviewing in December.

You may need to register for the 2023 European Job Market for Economists (EJME). There is no information about the dates and whether it will be in-person or virtual at this time. Registrations should open sometime in September. Please periodically check the website to register and for more information:

<https://www.eeassoc.org/job-market> OR <https://www.europeanjobmarketofeconomists.org/>

Those considering jobs in Canada and China can monitor information specific to those markets at

- Canadian Economics Employment Exchange (CEEE):

<https://www.economics.ca/cpages/jobs-employment-exchange>

- China International Conference in Economics (CICE): <http://www.cicecon.org.cn/>

(The website was down when we last checked so it might be discontinued this year.)

We expect that neither Canada nor China will hold in-person recruiting events this year and will conduct recruitment of U.S. graduates on the AEA schedule.

September-October (Job Talk)

Present your job market paper in a regular faculty workshop. (The faculty will hold a meeting in early November, to inform each other about the job market candidates. This is where the placement officers learn how and where to "sell" the candidates. It is important, therefore, that you present your paper in a workshop before this meeting is held.)

October 20th & 27st (Job Market Idol)

1. Fr 10/20/2022 – approx. 8:30 to 5:30 pm Job Market Idol I (non-Macro). Room 625.
2. Fr 10/27/2022 – approx. 8:30 to 5:30 pm Job Market Idol II (Macro). Room 625.

October 16 (preferably earlier)

1. Email Gina your completed CV.
2. Email Gina your two-page dissertation abstract, in pdf format.

Have these documents thoroughly vetted by your advisor well in advance of the submission deadline.

October 23 (approx.)

1. The vita pack will be posted on the web by **Monday, October 23rd**. There is no costless turning back after that!

November 14 (some employers may have earlier deadlines)

Mail or upload the following materials to the places you are applying: (1) a cover letter from you indicating interest in the position and – if there will be in-person interviewing – availability for an interview at the A.S.S.A. meetings (and EJME meetings if applying to a European institution); (2) vita; (3) the two-page dissertation abstract; (4) job market paper and all other “finished” papers that you and your advisor agree might help you get a job. Several letters of recommendation, especially one from your dissertation advisor will be uploaded by an assigned staff member to those places you indicate you will apply. You will be informed which staff member will be helping you with letters before you begin your applications. Your committee members can give Gina their letters to make them confidentially available to the staff members.

November 14 – January 2

Practice interviewing and presenting your paper.

Continue polishing your job market paper and other research papers.

Schedule requested interviews.

November 27 – December 8 (Mock interviews)

We will try to organize one or two practice interviews with faculty for each job market candidate in this time period.

Dates To Be Determined (Coaching sessions)

We will organize two coaching sessions on presentation/interviewing skills with outside professional speaking consultants for each job market candidate this fall.

Note. Last year the economic consulting firms had significantly accelerated recruiting schedules. They invited candidates for interviews in October, had flyouts in November and were effectively done with recruiting by the end of December (before the academic market really started). We do not know what their strategy will be this year, but you should be prepared if this is a type of the jobs you are considering.

NOTES ON THE ECON JOB MARKET – Fall 2023

I How the Job Market Works: Timetable

- A. To enter the job market for 2023-24, you must have a polished paper to send out before November 15th. You must submit a good (typed, complete) working draft of this paper to your dissertation advisor and to the placement officers by Friday, October 13, 2022. If you don't think you can meet these goals, please do not consider yourself a job market candidate for this year. It is much better to realize early that you should not be in the market than to enter and be forced to withdraw.
- B. Penn gathers information about our students who will be on the market this year (now through October, mostly, but continuing throughout the academic year).
- C. A letter is mailed to a large number of schools, and other employers (approx. October 23rd) announcing that our job market website is up with complete access to our vita pack. Note: A vita (also known as curriculum vitae, abbreviated c.v.) is an academic version of one's resume; it lists qualifications and basic data, such as address and phone number.
- D. Expressions of interest (primarily November). This stage is rather amorphous. Schools contact the placement officer, your advisor or you directly. Your advisor writes letters recommending you to friends/colleagues at other schools. The placement officer urges particular schools to consider you. You can also directly contact (by letter) schools in which you are interested, for example, in response to job announcements or advertisements.
- E. Completing your file (by the deadline set by each school, most are typically around Nov. 15). Each school in which you are actively interested should have received (at least) your vita, and several letters of recommendation – including one written by your dissertation advisor - your writing sample (research paper) and a cover letter from you indicating interest in the position and availability for an interview at the meetings.
- F. Scheduling interviews (late November – through the end of December). Schools that want to talk with you will telephone or email you to arrange a time for an interview. Make sure that schools can contact you easily during this period, and schedule interviews promptly as schedules fill up quickly.
- G. “Visits”: to give a seminar and to be interviewed by schools which are seriously interested (January – February). This is also time for you to “inspect” prospective employers – ideally, a visit involves a mutual exchange of information. Offers, negotiations, decisions (January – March generally).
- H. Second (third, fourth) round market activity. Visits scheduled after February by institutions who did not succeed in signing their first-choice candidates, or who obtained additional vacant positions after the main market.

NOTE: The nonacademic market is a bit different; in particular, “on campus” interviews (at Penn) with a recruiter often was arranged by the Federal Reserve Board, IMF and more recently Amazon. This year IMF will interview on Oct. 19. **More on this as information becomes available.**

II. Are You Ready to Enter the Job Market this Year?

- A. Will you have a decent writing sample ready to mail out before November 15th?
- B. Will you be able to give a talk at one of our regular seminars **by the end of October**?
- C. Can you give a good workshop/seminar presentation on your research results by January? Some of these are two hours long, and you must be prepared to field questions and defend your work.
- D. Is your dissertation likely to be finished by May 2024?

The job market is time consuming, disruptive and expensive (air fare, hotel, meals, etc). If you are not really ready to be on the market this year, you may run the risk of creating a bad first impression and losing credibility. (If you insist this December that your thesis will be signed in April, then how do you explain the lack of a first draft when the same person interviews you next December?) Doing the market too early tends, at best, to result in a less desirable job where you start without a completed dissertation (possibly implying a lower title and salary as well as initial bad will) and with bad prospects for eventually obtaining tenure.

III. Function of the Placement Officers

- Discretion, confidentiality, impartiality, fairness.
- Information flows, especially to other schools.
- Advice on preparation, strategies, choices, etc.
- **You must keep us informed about your progress (in the market and on your dissertation). In particular, if you accept a position or withdraw from the market, inform the placement officers **immediately**. Please notify Gina Conway via email right away of each of your interviews, flyouts, and finally, of your job acceptance.**

IV. How your Dissertation Advisor (and other faculty members you are working with) can help.

Your advisor is probably the person who is most familiar with your research accomplishments and abilities, not to mention the fact that your advisor knows your field and the people who are actively working in it. Therefore, you should be sure to ask your advisor to suggest places that are realistic possibilities for you, to advise you about which offer to choose, etc., and to help you improve your writing sample and seminar presentation. Your advisor can help you to obtain interviews by contacting (via a letter of recommendation or a telephone call) colleagues in your field at that institution.

V. **Gina Conway's** role in all of this is to put together the vita pack and web page, disseminate listings of job opportunities sent to her, schedule on-campus interviews, and generally improve morale, communications, and efficiency.

VI. **What to Do Now**

- A. Have a good talk with your advisor and entire committee. Be sure to discuss the progress you've made on your dissertation research and what you plan to do in the coming months. Ask when your dissertation is likely to be finished (truly an answerable question) and whether you should really be on the market this year. Try to have a frank discussion regarding the type of job to which you should realistically aspire.
- B. Template of the CV is included in this document. Complete the CV by October 16th and return it to Gina as an attachment. Please save it as yourlastnameCV.doc. This will be part of the Vita Pack that Gina will compile and post to our web site where hundreds of Universities offering jobs each year will search. Be sure to ask permission to list people's names as references! (Besides being a matter of basic courtesy, this can help you to avoid the possibility of an unenthusiastic letter of recommendation from someone who is not very interested in, or familiar with, your work.) While the CVs included in the Vita Pack must be formatted according to the included template, you are free to format your CV as you wish on your website.
- C. Prepare a two-page summary or abstract of your Job Market paper also due on October 16th for inclusion in the Vita Pack.
- D. Think about the type of job you want. Return the Job Interest Information sheet (page 12) to Gina Conway by October 16th.
- E. Carefully review **Job Openings for Economists** which is available online at <http://www.aeaweb.org/joe/>
- F. If you are Canadian, or especially interested in Canadian schools, please drop a note to the placement officers indicating your citizenship as soon as possible.
- G. If you are Catholic, or especially interested in Catholic schools, e.g. University of Notre Dame, please drop a note to the placement officers indicating this as soon as possible.
- H. Work on your dissertation (always!). Remember, your writing sample must be finished and submitted by mid-November 2023, and even earlier to some employers. Most schools will base their evaluation on this version while some may consider updated versions on your websites.
- I. Apply for some major credit cards now, if you don't already have at least one credit card with a fairly high credit card limit. Even though this year the interviews will likely be online, the flyouts are likely to be in-person. You should anticipate that you will initially pay for all air and taxi fares, plus some hotel bills. The schools that you have visited will send you a check about a

month or two after you have returned home and sent them an expense statement as part of your “thank you” letter. (Most schools will require you to fill in tax forms before they will issue reimbursements.)

VII. Miscellaneous Tips

- A. Be organized. Start a file for all job market materials, keep copies of all letters you write, and don’t rely on your memory (to remember dates and times or that someone needs a copy of your vita and writing sample.)
- B. Act professionally. Be meticulous about everything you send out (proofreading, grammar, spelling, English) and prepare for all interviews.
- C. Please cooperate by returning forms promptly, keeping in touch (with Gina Conway, and by checking your mailbox and email frequently), and by generally being supportive of each other. Please update Gina Conway regularly via email (gnc@sas.upenn.edu) regarding your current job market status. **Failure to meet deadlines, or general lack of cooperation in the placement process may jeopardize your inclusion in Penn’s vita pack as well as your receipt of placement help (i.e., recommendations to particular employers, etc.)**

A Guide (and Advice) for Economists on the U. S. Junior Academic Job Market by John Cawley. <https://www.aeaweb.org/content/file?id=869>

(Please note that some of the material, especially the one about interviews at the meetings should be adjusted to the current situation.)

Here's just a collection of tips for the job market which we expect to grow over time and help future candidates through this nerve-wrecking process. How useful each of these is or how much you can extrapolate from each of our experiences is an un-answerable question. I (Diego Amador) have decided to "sign" each of these tips so that the reader can judge for themselves.

1. You will be receiving an overwhelming amount of tips from your professors, classmates and us. My first tip: read them or listen to them carefully but judge each situation for yourself. Don't do anything just because you were told that is how you should do it. You make the calls. (Diego Amador -2015)
2. Have a draft as soon as possible. I aimed at having something ready at the end of the summer and failed miserably. If you manage to have a real draft by July 1st (I know, this sounds scary) you will be many steps ahead. (Diego Amador -2015)
3. Practice, practice, practice (everything). Nothing can make up for the confidence that comes from knowing your stuff very well. It frees up your head to think about how to answer questions and interact with interviewers or audience. (Diego Amador -2015)
4. For your spiel, practice a lot and try it with a lot of people. Have a script that you can go back to as you change the structure. Don't be afraid of changing and starting over. But once you have a structure that seems final, stop trying to follow your script literally and allow yourself to work around it. The goal is to talk clearly and convincingly about your research and the scrip is an aid in doing that. It is easy, I feel, to make following the script a goal on its own. You will never get to say your spiel completely, anyway. My suggestion: aim for a 10 minute spiel without questions. (Diego Amador -2015)
5. You don't have much time to prepare job talk after the AEA meeting (i.e., transition time between job interviews and campus visits). So, you might want to spend some time to think about job talk during Oct-Nov-Dec.
6. As Diego mentioned practice helps a lot. On the other hand, some people will advise you like "don't memorize spiel". If you do too much practice, you will memorize spiel and you will sound like a robot (like Siri). One of our job market stars did very interesting thing. He/she memorizes a script with intentional mistakes so that memorized speech sounds real.
7. Some people said the job interview at the AEA is not that crucial in the sense that hiring committees made their decision (whom to invite campus visit) prior to the AEA meeting. But, if you suck at your interview, they can change their mind.

8. While the official AEA guidelines are for interviews to take place between January 2 and 5, some institutions might want to interview you earlier or later.
9. Practice your interview and job talk with as many people as possible. The first-time feedback is particularly important. Yet you will run out of audience eventually. So try to be strategic and do not reach out to all potential audience at once.
10. It is helpful to keep track of questions people ask during your practices. Write them down and think carefully about how you are going to answer them. Notice that these questions can be very different depending on your audience's background. Before your interviews and flyouts, do some homework about your audience and try to predict the questions you might receive. You may even find it helpful to prepare different versions of your talk based on heterogeneous audience (e.g., some schools have more empiricists while other schools have more theorists). This will also help you prioritize different parts of your talk.
11. The actual length of your job talk can vary substantially depending on how many questions you receive. Try to avoid ending your talk early as your job talk is your important opportunity to impress your audience. It won't hurt to put a few back-up slides at the end. On the other hand, if you are running out of time, don't rush through each slide without letting your audience digest any of them. A better approach is to decide which slides can be skipped before the talk and only cover those that are important.
12. The abstract and introduction of your job market paper are the most important parts. It is okay to spend half of your revision time on them.
13. If there's one advice we all agree on it is to Practice! Practice your interview spiel, your talk. Practice answers to all kinds of question you may get. It's a good idea starting from now to write down all questions you get and write down concise answers to them. If answer is not crystalized in your mind, you may tend to give long answers which is a losing strategy during the interview and talk.
14. When scheduling flyouts, be strategic. Don't schedule them too early, b/c you want people to see other candidates first. In addition, you may receive early offers from some places and you may not have enough time to wait for other places that are still in the middle of hiring.

15. Appearance matters. You should look sharp and confident! Not too soft, not too rough, find a good middle. If during the presentation you don't appear super confident and sharp, you will be interrupted and questioned much more.
16. Practice with your intonation and voice. Emphasize and de-emphasize things you want people to pay/not-so-much-to-pay attention to. During long talks, messages can be easily lost unless you make sure you repeat them and emphasize with your intonation. Make sure you give a clear point after each slide, after each section and big picture before each section. Guide people. Don't expect people to know your great work by heart!
17. During the talk, sometimes people go ahead in their thoughts and ask questions that you don't want to receive at that moment and that you could answer better later on. Don't hesitate to postpone these kind of question to the end and skip answering them at that moment -- make sure you don't divert from your talk plan.
18. By far the most important things for interviews were knowing your job market paper inside out and having a plan for teaching. Expect some people to have read your paper and ask tough questions. Prepare answers for them. Make sure your spiel is polished. Make sure you can say what courses you could teach and a general plan for them. In the AEA packet, there are a bunch of "miscellaneous" questions not directly involved with your research or teaching. I was never asked any of them.
19. I got a sense during my interviews that the places that were going to fly me out already had a good idea that I would be flown out and places that were not going to fly me out already knew they would not.
20. In your flyouts, the talk is of utmost importance. The one-on-one meetings and dinner are important, but secondary to the talk. If your job market talk goes well, you will leave a good impression. If it does not, you will leave a bad one.
21. I would like to reiterate the importance of presenting a confident image in your job market talk. The talks where I actively tried to project confidence generally went well.
22. Some people will ask you questions in your job market talks to test your knowledge. They may not actually believe what they are saying, but they want to see how you will react to the question. Project confidence in your answer and do not get intimidated by a big name challenging you in the talk.

23. It is going to be a stressful time. Have a group of friends for support throughout the process. It really helps a lot. Everyone lands on their feet.
24. In case this is relevant to anyone, research-oriented policy institutions (such as the Feds) only asked questions about my research. I did not receive questions about my thoughts on policy. Policy-oriented policy institutions (such as the IMF) asked policy questions.

JOB INTERESTS INFORMATION

In order for us to help you find a job, please circle the best completions of the following statements, and answer the questions. All replies will be kept confidential.

Name:

First name or preferred nickname:

Citizenship:

Title of Job Market Paper:

Fields of Interest:

1. I would be happy to find a job in any of the places I've marked below:
 - in an economics department that stresses research.
 - in an economics department that stresses teaching.
 - in a business school.
 - in a government agency like the Fed, IMF, etc.
 - in a private-sector consulting firm.
 - in some other kind of company, such as
2. Regarding the geographical location of my job,
 - I have no preference.
 - I want it in the following region(s):
3. I regard myself as an
 - above average teacher.
 - average teacher.
 - below average teacher.
4. Write below any other information you think we should know.

Additional Information:

Committee Members:

Chair of Committee:

FIRST NAME LAST NAME (use caps, underlined)

<URL of your webpage; very important>

<e-mail address>

UNIVERSITY OF PENNSYLVANIA

Placement Director: Iouri Manovskii	MANOVSKI@ECON.UPENN.EDU	215-898-6880
Placement Director: Holger Sieg	HOLGERS@ECON.UPENN.EDU	215-898-7194
Graduate Student Coordinator: Gina Conway	GNC@SAS.UPENN.EDU	215-898-5691

Office Contact Information

<Your office address>

<City, State Zip>

Office and/or cell phone number:

Home Contact Information <optional>

<Your home address>

<City, State Zip>

Home phone number: (home)

Personal Information: <date of birth, sex, citizenship> all *optional* but can be put here.

Undergraduate Studies:

<Degree>, <Field>, <University/College>, <honors>, <year>

Graduate Studies:

University of Pennsylvania, <starting year> to present (unless you have your Ph.D.) Thesis Title: "<Your Thesis Title: How I Spent the Last Three Years of My Life>" Expected Completion Date: <Something reasonable and honest (e.g., June 2005)>

Thesis Committee and References:

Professor <X> (<Primary Advisor>

or

<Advisor> can be listed)

Professor <Y> (<Primary Advisor> or
<Advisor> can be listed)

<address of X>
<phone, e-mail of X>

<address of Y>
<phone, e-mail of Y>

Professor <Z; note: you do need a 3rd name> Professor <?; note: you don't need 4 names>
<address of Z> <address of ?>
<phone, e-mail of Z> <phone, e-mail of ?>

Teaching and Research Fields:

Primary fields: <field(s)> (note: these must be major, recognized fields in economics)

Secondary fields: <field(s)> (ditto)
<you can, instead, list Research fields and Teaching fields instead of Primary and Secondary;
or you can just list Fields>

Teaching Experience:

Semester, year Course, Institution, teaching assistant for Professor So And So
Semester, year Course, Institution, teaching assistant for Professor What's His
Name

Research Experience and Other Employment:

time period <Institution>, <your title there>
time period <Institution>, <your title there>

(Note: You can have a section for **Professional Activities**, e.g., seminars, discussant, referee)

Honors, Scholarships, and Fellowships: <in general do not list pre-grad school honors>

<time period> <honor, scholarship, fellowship>
<time period> <honor, scholarship, fellowship>
<time period> <honor, scholarship, fellowship>

Publications:

<use this heading if you have any publications>
<use this heading if you have any publications>

Research Papers: <This is where you list your abstracts. If you have just the Job Market Paper, then you can list it as Job Market Paper. If you have more, then you could list Job Market Paper separately from the rest. Make certain that the JMP is obvious.>

"<Paper Title>" (Job Market Paper)

<Abstract of research paper or job market paper. Should be about 150 to 250 words>
you can change the size of the font to 10 point, but no less, if you need more space for the abstracts.

"<Paper Title>"

<Abstract of research paper. Should be about 150 to 250 words>

(Note: If a paper is still "in progress" you can use the title **Research Paper(s) in Progress**)

FIRST NAME LAST NAME (use caps, underlined)

<URL of your webpage; very important>

<e-mail address>

UNIVERSITY OF PENNSYLVANIA

Placement Director: Iouri Manovskii	MANOVSKI@ECON.UPENN.EDU	215-898-6880
Placement Director: Holger Sieg	HOLGERS@ECON.UPENN.EDU	215-898-7194
Graduate Student Coordinator: Gina Conway	GNC@SAS.UPENN.EDU	215-898-5691

Office Contact Information

<Your office address>

<City, State Zip>

Office and/or cell phone number:

Home Contact Information <optional>

<Your home address>

<City, State Zip>

Home phone number: (home)

Personal Information: <date of birth, sex, citizenship> all *optional* but can be put here.

Undergraduate Studies:

<Degree>, <Field>, <University/College>, <honors>, <year>

Masters Level Work:

<Degree>, <Field>, <University/College>, <honors>, <year>

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University of Pennsylvania, <starting year> to present (unless you have your

Ph.D.) Thesis Title: "<Your Thesis Title: How I Spent the Last Three Years of

My Life>" Expected Completion Date: <Something reasonable and honest

(e.g., June 2005)>

Thesis Committee and References:

Professor <X> (<Primary Advisor>

or

<Advisor> can be listed)

Professor <Y> (<Primary Advisor> or
<Advisor> can be listed)

<address of X>
<phone, e-mail of X>

<address of Y>
<phone, e-mail of Y>

Professor <Z; note: you do need a 3rd name> Professor <?; note: you don't need 4 names>
<address of Z> <address of ?>
<phone, e-mail of Z> <phone, e-mail of ?>

Teaching and Research Fields:

Primary fields: <field(s)> (note: these must be major, recognized fields in economics)

Secondary fields: <field(s)> (ditto)

<you can, instead, list Research fields and Teaching fields instead of Primary and Secondary;
or you can just list Fields>

Teaching Experience:

Semester, year Course, Institution, teaching assistant for Professor So And So

Semester, year Course, Institution, teaching assistant for Professor What's His
Name

Research Experience and Other Employment:

time period <Institution>, <your title there> time period <Institution>, <your title there>

(Note: You can have a section for **Professional Activities**, e.g., seminars, discussant, referee)

Honors, Scholarships, and Fellowships: <in general do not list pre-grad school honors>

<time period> <honor, scholarship, fellowship>

<time period> <honor, scholarship, fellowship>

<time period> <honor, scholarship, fellowship>

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"<Paper Title>" (Job Market Paper)

<Abstract of research paper or job market paper. Should be about 150 to 250 words>

you can change the size of the font to 10 point, but no less, if you need more space for the abstracts.

"<Paper Title>"

<Abstract of research paper. Should be about 150 to 250 words>

(Note: If a paper is still "in progress" you can use the title **Research Paper(s) in Progress**)

Creating & Editing Profiles

All profiles created on the new website will be for Faculty, Staff, Grad Student Directory, Job Market Candidates, Visitors, and Alumni.


The primary fields are defaulted to be faculty specific, but certain fields will be the same unilaterally such as the name fields, profile type, bio, CV, photos, contact information etc. When you scroll to the bottom of a profile, there are additional areas specific to graduate students, job market candidates, and visitors.

I've filled in the fields below with examples of what goes in each field. Red asterisks denote mandatory fields.

Title *


Tester Test

Image

 **Alternative text ***

Tester Test Profile Image

This text will be used by screen readers, search engines, or when the image cannot be displayed.

 current.jpg (251.85 KB) [Remove](#)

First Name *

Tester

Middle Name

T.

Last Name

Test

Official Title

Professor of Economics

Official title for Faculty. Title and School for Visitors

Additional Titles

Associate Director of Something

Profile Type









- None -
Standing Faculty
Adjuncts
Emeritus

Ordered Major Fields

Econometrics, Macro/Monetary Economics, Financial Economics

These fields may already be filled out for you, but if they are not or are incorrect, this is an example of what goes in each field.


Bio (Edit summary)

B **I**       Normal  Source 

Tester Test is an awesome professor. This is where he went to school. These are his accom

body p

CV (file)

 Test CV.pdf [Remove](#)

CV (URL)

URL

www.testertestcvwebsiteconomics.com/cv

This must be an external URL such as <http://example.com>.

Link text

My CV

Office Location

123 McNeil

Address

3718 Locust Walk
Philadelphia, PA 19104

These fields may already be filled out for you, but if they are not or are incorrect, this is an example of what goes in each field.

You can now either add a CV file or a direct link to a CV on your personal webpage.

Phone
123-456-7890

Fax
123-456-7899

Email
testertest@whatever.edu

WEBSITE

URL
www.testertestcvwebsiteeconomics.com/

Start typing the title of a piece of content to select it. You can also enter an internal path such as /node/add or an external URL

Link text
Personal Website

Research

URL
www.testertestcvwebsiteeconomics.com/researchpaper

⊕ This must be an external URL such as <http://example.com>.

Link text
Economics is Awesome

Add another item

Department
Real Estate Management

For Secondary Appointments.

Course Link

These fields may already be filled out for you, but if they are not or are incorrect, this is an example of what goes in each field.

You can now add multiple Research Papers by clicking add another item. These are currently added using a link to a webpage.

The department field is for secondary appointments for faculty who may teach at Wharton etc.

Course Link

URL
www.testertestcvwebsiteeconomics.com/econ101

⊕ Start typing the title of a piece of content to select it. You can also enter an internal path such as /node/add or an external URL

Link text
ECON 101 Introduction to Economics

Add another item

Minor Fields

- None -
- Applied Microeconomic Theory
- Development
- Econometrics

Major Fields

- Labor Economics
- Macro/Monetary Economics
- Microeconomic Theory
- Public/Political Economy

Concentration

- None -
- Econometrics
- Empirical Microeconomics
- Macroeconomics

Education

B I | | Format | Source

These fields may already be filled out for you, but if they are not or are incorrect, this is an example of what goes in each field.

Course Links function similar to the structure of the research papers.

The Minor, Major, and Concentration fields are specific to Faculty. The education field is where you will list your educational credentials. This is not a required field.

Office Hours

Monday 2-4

Research Interests

B *I* | | | | Normal | Source

econometrics, macroeconomics, game theory

body p

Selected Publications

B *I* | | | | Format | Source

- List publications here

Office Hours now populates the office hours page in the Undergrad section.

Research, Selected Publications, and Affiliations can now be used for additional content.

body ul li

Affiliations

B *I* | | | | Format | Source

- List affiliations here

Year

1999

Indicated Alumnus year of graduation, if applicable.

▼ GRADUATE STUDENT FIELDS

Start Date

2015

Year started in program (for students).

Teaching Assignments

+ Teaching Assignments

Course Title

ECON 233

Section/Recitation

001/2

Office Hours

Monday 2-4

Add teaching Assignments for Graduate Students.

Add Teaching Assignments

Research Paper

+ Research Paper

Title

My Awesome Research Paper

Abstract

B *I* | | | | Normal | Source

Put the abstract here and upload the file using the Choose File button below

The year field is for alumnus year.

The Grad Student fields include start date, you can also add Teaching Assignments and Research Papers here.

▼ JOB MARKET CANDIDATE

Advisors

Select Advisors for Job Market Candidate.

Add another item

References

B *I* | | | | Format | Source

- List References here

body ul li

Job Market Candidate Status

Job Market Paper

Title

My Job market paper

Abstract

B *I* | | | | Normal | Source

My job market paper abstract

Job Market Candidate fields are also now included in the profile section. You will be able to list advisors, references, status, and job market papers.

Teaching Experience

B *I* | | | | Format | Source

- Econ 108
- Econ 234

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Other Information

B *I* | | | | Format | Source

Job Market Candidate field.

▼ VISITORS

VISITOR TERM

Start date

04/16/2018

End date

08/24/2018

Indicator term for visitors.

Visitor Term Start

01/01/2018

Start Date for Visitor entry.

Visitor Term End

05/31/2018

End Date for Visitor entry.

☐ On Leave

Teaching experience for Job Market Candidates and Other info can be added here.

Visitors can add their start/end dates or term start/end.

There is also a button on the bottom which notes when faculty are on leave.