[illegible]

RULE #1: Be Easy to Schedule

[illegible]

GOOF-PROOF RULE OF THUMB

[illegible]

Goof-Proof Your Dialogue

Wrong: [illegible]
Wrong: [illegible]
Wrong: [illegible]
[illegible]
Right: [illegible]
[illegible]

RULE #2: Keep All the Scheduling Details Organized

[illegible]

Goof-Proof Your Dialogue

Wrong: [illegible]
Wrong: [illegible]
Wrong: [illegible]
Right: [illegible]
[illegible]

RULE #3: Don't Forget Your Manners

[illegible]

GOOF-PROOF RULE OF THUMB

[illegible]

Goof-Proof Your Dialogue

Wrong: [illegible]
Wrong: [illegible]
[illegible]
Wrong: [illegible]
Right: [illegible]
[illegible]

RULE #4: Research the Company

[illegible]

RULE #5: Choose the Right Thing to Wear

[illegible]

GOOF-PROOF RULE OF THUMB

[illegible]

RULE #6: Show-up on Time

[illegible]

GOOF-PROOF TIP

[illegible]

RULE #7: The Informational or Networking Interview

[illegible]

RULE #8: The One-on-One Interview

[illegible]

GOOF-PROOF CHECKLIST

[illegible]