Diane Gottsman, national etiquette expert, author, and owner of The Protocol School of Texas, provided great tips at this year’s Business Etiquette Lunch held at McMurtry Commons. Because not all meals are fancy, we rounded up our top 5 favorite tips for interviewing over a meal, no matter where you eat or who you’re with:

1. Do you research on both the recruiters and the company. Not only will you be able to answer their questions, but you’ll also be prepared to start conversations on your own and create a personal connection.

2. If you have a choice, order something simple to eat. For example, soup is better than salad because lettuce can get stuck in your teeth. Also, beware of spaghetti.
3. When you sit down, place your napkin in your lap, folded in half, with the fold facing you. This way, crumbs don't get caught and you can use the left corner for wiping your mouth!

4. During the meal, keep at least one hand on the table. This communicates your engagement in the conversation and helps you exude confidence that having your hands in your lap lacks. Sitting with some space between your back and the chair promotes even more good posture.

5. An easy way to keep your plates straight is to refer to your hands --

![Image of bread and drink with b-d rule]

**Workshops**

**Salary Negotiation**
Monday, October 23  
12:00 - 1:00 pm, Huff House 107  
Learn effective strategies applicable across position types and industries. Lunch is provided. [RSVP](#).

**Texas Home Production - Info Session**
Tuesday, October 24  
7:00 - 8:00 pm, Winfrey Design Build (see Handshake for location details)  
Texas Home Production Company is seeking engineers, artists, and architects to help rebuild Houston after Hurricane Harvey. [Learn more or RSVP](#).

**Upcoming Events**

**Carney, Sandoe, and Associates - Info Session**
Monday, October 23  
4:00 - 5:00pm, Huff House 107  
Interested in private or college prep schools? Passionate about working with children? Teaching certificates are not required. Learn more from an industry expert. [RSVP](#).

**PhD at Google - Info Session**
Tuesday, October 24  
5:00 - 6:30pm, Huff House 107  
Learn about opportunities for PhD's at Google. [RSVP](#).
Info Sessions

Duke University, Nicholas School of the Environment - Info Session
Mon, Oct 23, 5:30 - 6:30, Huff House 107
Learn more about the program if you are considering a graduate degree in the environmental area. RSVP.

Intel Corporation - Logic Technology Division - Info Session
Tue, Oct 24, 7:30 - 8:30pm, Huff House 107
Join Intel for a presentation on Leading Edge Silicon Technology Hiring for Masters and PhDs in a variety of areas. RSVP.

Invesco - Information Session
Wed, Oct 25, 5:00 - 6:00pm, McNair Hall, Room 212
With 50 internship positions available throughout North America, Invesco is dedicated to delivering an investment experience that helps people get more out of life. RSVP.

Apache Corporation - Strategic Planning Information Session
Thu, Oct 26, 7:00 - 8:00pm, Huff House 107
Apache is hiring for internship and focuses on North American growth, tackling interesting and important challenges in the energy sector. RSVP.

That's What's Up
Fun stuff, important stuff, all the stuff

The Universum Survey is Here!

Last year, students told us these were some of the employers they were looking for: Nike, Boeing, Environmental Protection Agency, and Deutsch Bank.

What are YOU looking for? Weigh in by taking the survey!
Want to learn how to negotiate salary?

Monday, October 23  
12:00 - 1:00pm, Huff House 107

Learn effective salary negotiation strategies that are applicable across position types and industries. This workshop will cover the hows, whys, whens, and wheres of starting package negotiation. Effective research is key to salary negotiation, so you will also learn the best strategies to conduct salary/offer research. Lunch is provided!  RSVP.

Exploring Public Policy, Government, and Law

Ask questions and gain insight from alumni in the Public Policy, Government & Law industries.

Panelists Include:

Julie Kavanagh: Diplomat in Residence, U.S. Department of State
Kennedy Purser: Outreach Assistant, Ted Poe - U.S. Congress

John Eldridge (Rice, BA ’75): Partner, Haynes and Boone LLP

Leonard Chan (Rice, BA ’07): Accreditation and Compliance Coordinator, Cedar Park Fire Department

Michael Maher (Rice, BA ’75, PhD ’80): Senior Program Advisor, Center for Energy Studies at the Baker Institute for Public Policy; former Government & Public Affairs Advisor at ExxonMobil

Friday, November 3
12:00 – 1:00pm, Huff House 107
RSVP

Resume Drop Deadlines

Resume drop deadlines are for companies participating in on-campus recruiting.

10/22
Intel Corporation
Stifel

10/23
National Coordinating Committee for Multiemployer Plans

Jobs, Internships, and Opportunities

Arts, Communication, and Entertainment

http://mailchi.mp/rice/jwczt51azo-1009725
Interviewing Over a Meal?

The latest from the CCD

http://mailchi.mp/rice/jwczt51azo-1009725

O'Connor's – Production Editor/Copy Editor
Deadline: December 31, 2017

Quantumrun – Editor-in-Chief
Deadline: October 31, 2017

Functional Food Center – Media Intern
Deadline: December 31, 2017

Education, Nonprofit, and Social Enterprise

Make-a-Wish – Intern, Metro New York
Deadline: December 4, 2017

Inspired Teaching Residency – Fellow
Deadline: November 12, 2017

Finance, Consulting, and Enterprise

Federal Reserve Bank of New York – Summer Analyst
Deadline: November 1, 2017

Credit Suisse – Summer Analyst
Deadline: October 29, 2017

Seven Post Investment Office – Wealth Advisory Analyst
Deadline: December 31, 2017

The BVA Group – Valuation Intern
Deadline: November 1, 2017

Sciences and Health

Environmental Protection Agency – Human Cell Research
Deadline: Until filled

The Marine Mammal Center – Rescue and Response Intern
Deadline: October 24, 2017

University of Maryland Medical System – Pathology System
Interviewing Over a Meal?
The latest from the CCD

Engineering and Architecture

Insight - Artificial Intelligence Fellows Program
Deadline: October 23, 2017

The Spaceship Company - Flight Test Systems
Summer Intern
Deadline: November 30, 2017

Office for Metropolitan Architecture - Internship in
New York Office
Deadline: November 17, 2017

Computer, Information Technology,
and Mathematics

Insight - Data Science Fellows Program
Deadline: October 23, 2017

Tibco Software, Inc. - Cloud Ops Engineer
Deadline: October 28, 2017

Public Policy, Government, and Law

National Coordinating Committee for Multiemployer
Plans - Summer Intern
Deadline: October 23, 2017

Office of the New York State Attorney General -
Intergovernmental Affairs Intern
Deadline: December 18, 2017

U.S. House of Representatives (Florida) -
Congressional Internship
Deadline: December 4, 2017

Other:

Google's Pay it Forward Challenge (in honor of