

BAP Minutes  
1/31/2008

Grant Thornton

Transition from the Classroom to the Workplace

- Joey Ward- Audit Senior Manager
- Timothy Gallagher- Tax Manager

Adjusting to the Life of a Professional

- Your time is not your own
- There is no correct answer
- No set schedules
- Initiative is the new mantra
- You build your own career
- Feeling stupid is the new normal
- “school didn’t prepare me for this”
- “did I make the right choice?”

The New Guy

- Orientation
- Adjusting to working
- Training
- Dealing with clients
- Socialize (its not all about work)

As the new person you...

- Lack experience and knowledge
- Do not know the corporate culture
- Solicit help from your peers

Your support team includes your...

- Team
- “buddy”
- Direct supervisors
- The partners
- Coach- a person with more experience who can help you guide your career
- The firm

Practical First Step

- Learn the lay of the land
- Establish credibility
- Get to know your bosses and co-workers

Tools of the trade

- Use of technology and equipment
- Work processes
- Time management

#### Understand Expectation

- Listen to others
- Prioritize- address important tasks
- Take notes, retain files
- Be honest about your skills

#### Respect your teammates

- Be courteous
- Be a part of the solution and not the problem
- Be a listener not a talker

#### Make an effort to learn the:

- Organization Structure
- Power + Politics
- Career Path
- Formal assessment and review systems
- Professional development opportunities and training

#### Be visible

- Meet key organizational players
- Visit different departments and offices
- Make an effort to get to know people
- Participate in social events

#### Creating a positive impression

- Contribute and be helpful
- Be a team player
- Seek out extra responsibility

#### Professional code of conduct

- Dress
- Internal relationships
- Positive attitudes
- Display maturity

#### Learn the art of networking

- Participation
- Capacity to interact
- Capacity to request and accept feedback
- Watch your non-verbal presentation skills

Questions:

What is the number 1 mistake in the first year?

- Not getting to know people. It is important to be cheerful and build your network from day one
- Thinking that a red pen is a bad thing in the real world

GT vs. Big 4?

- Grant Thornton is like the cream of an Oreo. It is directly in between the big 4 and the rest of the firms.
- Lots of Growth: Since 2002 has grown from \$300 million to over \$1 billion firm.