



VANDERBILT
UNIVERSITY

| Career Center

Figure 1

CONSULTING PREP GUIDE

Consultants are professionals who provide expertise to organizations to help them maximize their profitability or effectiveness and keep them running smoothly. Most consulting firms tackle projects in teams, and entry-level consultants might be responsible for a variety of tasks, including analyzing data, researching issues, writing reports, and delivering presentations. The pace can be intense, significant travel may be required, and clients can be demanding with high expectations. Typically, you will be paid well, inspired by intellectually challenging work, and you will learn how to partner with your team members effectively.

CONSULTING CASE PREP COACH

TIME INVESTMENT

In order to better prepare our undergraduate students for the hyper-competitive consulting recruitment process, the Career Center is piloting a summer case prep team concept. Interested students have been organized into small teams of 4-5 students with the goal of having built-in case practice partners.

We are seeking alumni working in the field of consulting to volunteer to be a case prep coach for a team of 4-5 students to help them excel during fall 2018 recruitment.

- Provide one tips/techniques session to entire group (30 min)
- Provide one case diagnostic session for each team member over the course of the summer. (30-45 min per student)

Students will have access to comprehensive case prep materials.

YOUR MISSION

Consulting is an intensely competitive field and preparation is essential. Use the tools and tactics laid out in this guide as a primer for how to effectively navigate the consulting recruiting process.

YOUR GOALS

- Become fluent in consulting
- Hone your business essentials
- Lock down the case

KNOW THE INDUSTRY

- Register for a management consulted personalized dashboard
- Review the consulting roadmap on the management consulted dashboard
- Review Vault Guide to consulting
- Research career sections of consulting firm websites
- Connect with an older student who is going into consulting

KNOW THE INDUSTRY

Consulting firms will directly and indirectly test your knowledge of current business issues throughout the recruiting process. Once at a firm, you will be exposed to business issues on a daily basis. If you haven't

already, it is imperative to establish a practice of reading to keep current on business news.

ESSENTIAL READING

Check in library or seek student rate

- Wall Street Journal
- The Economist
- Harvard Business Review
- The Mckinsey quarterly

SUPPLEMENTAL:

- WSO Consulting Forum

KNOW THE INDUSTRY

The employer relations team at the Career Center works diligently to establish and maintain robust relationships with top consulting firms. We are always looking for new employers to connect with. If you have any companies that you would like us to target for on-campus recruiting, please send us an email at recruiting@vanderbilt.edu.

THE FIRMS:

In the past two years, these top firms have engaged with Vanderbilt students on campus through information sessions, on-campus interviews and/or career fairs:

- Mckinsey & Co
- Bain & Co
- BCG (Atlanta)

- Deloitte
- Booz Allen Hamilton
- EY
- Accenture
- KPMG
- Oliver Wyman
- IBM Global Services
- Mercer
- Ge Healthcare Partners
- Capgemini
- Huron
- Navigant Consulting
- Aon Hewitt
- Willis Towers Watson
- FTI Consulting
- The Advisory Board
- Cornerstone Research
- HP Enterprise
- Infosys Consulting

Learn more about the top 50 consulting firms at using [Vault Guide](#). Use your Vanderbilt email to sign in.

BUSINESS ESSENTIALS

It is critical that you have a solid understanding of how to craft a dynamic, error-free resume and cover letter laser-focused on consulting.

RESUME AND COVER LETTER:

- Register for a free Management Consulted (MC) account
- Complete the Resume and Cover Letter Bootcamp online module on MC

- Review the consulting resume and cover letter bible e-book on MC
- Schedule Career Center appointment
- Have a working consultant give feedback

BUSINESS ESSENTIALS

Establishing relationships and strategic connections at consulting firms will give you insights into the company culture and firm-specific recruiting processes. Most importantly, you will develop a robust group of advocates that will help you secure a position in the hyper-competitive field of consulting.

NETWORKING:

- Register for a free Management Consulted (MC) account
- Complete the Networking for Consulting Online Module on MC
- Review the Consulting Networking Bible E-Book on MC
- Schedule a coaching appointment with Career Center

TOOLS:

- LinkedIn
- VU Connect

LOCK DOWN THE CASE

Case interviewing is without a doubt the most important part of the consulting interview process and thus requires considerable preparation and practice.

WHAT ARE THEY EVALUATING

- Problem solving
- Communication skills
- Analysis and research
- Interpersonal skills

LOCK DOWN THE CASE

Plan the work, work the plan. Once you learn the frameworks, it is really about time on task and getting constructive real-time feedback.

CASE INTERVIEW PREP

- Register for a free Management Consulted (MC) account
- Complete the Case Interview Bootcamp Online Module (MC)
- Work cases from MBA casebooks and firm websites
- Get a case diagnostic from upper level student who has been through process or a current consultant

TIPS

- Practice with different people
- Try cases one step beyond your current skill level
- Create a case journal to record strategies and concepts

CONSULTING INTERVIEW PREP PLAN

May

- 6 market sizing cases
- 4 profitability cases

Fit / behavioral practice:

- 3 dynamic S.T.A.R. stories

June

- 2 market sizing cases
- 4 profitability cases
- 4 market study cases

Fit / behavioral practice:

- 3 additional S.T.A.R. stories

July

- 2 Profitability Cases
- 4 Market Study Cases
- 2 M& A Cases
- "Walk Me Through Your Resume"
- "Why Consulting?"
- "Why You?"

August

- 1 Market Sizing Case
- 3 Profitability Cases
- 3 M&A Cases
- Greatest Strengths
- Greatest Weaknesses
- "Where do you see yourself in 5 years?"

CASE INTERVIEW

Avoid these big mistakes:

- Panic
- No personality
- Forcing a framework
- Wild guess
- Ignoring interviewer's input

FIT INTERVIEW

- Don't neglect fit interview prep
- Interviewer's focus "do I want to work with this person?"
- Due diligence in your firm research

CASE PREP RESOURCES

PREP MATERIALS

Online:

- [Management Consulted \(MC\) Request](#)
- Complete MC Case Interview Bootcamp Module

Print:

- Case In Point, Complete Case Interview Prep, 9th Addition, Marc P. Cosentino
- Cracking The Case System, David Ohrvall
- Case Interview Secrets, Victor Cheng

MBA Case Books

- [Case Interview Casebooks](#) from top MBA programs such as Wharton, Ross, and Harvard Business Schools

Consulting Firm Practice Cases

- [Mckinsey & Co](#)
- [Bain & Co](#)
- [Boston Consulting Group](#)
- [Deloitte](#)
- [Oliver Wyman](#)

COMPREHENSIVE RESOURCE

Management Consultant (MC)

Vanderbilt is excited to announce an exclusive partnership with management consulted. Students will receive access to all of MC'S digital offerings - completely free of charge! To gain access to a personalized management consulted dashboard please apply using [Management Consultant Request Form](#).

The personalized dashboard includes:

- Access to all MC online video courses (120+hours of content)
- Access to all 6 of MC e-books, including
- The Consulting Interview Bible
- Excel For Consulting
- Powerpoint For Consulting
- Mental Math For Consulting
- Case Interview Bootcamp - Online
- Fit Interview Bootcamp - Online
- Networking For Consulting
- Resume And Cover Letter Bootcamp - Online
- Access To 500+ Case MC Consulting Case Bank

BASIC OVERVIEW RESOURCE

Vault is a comprehensive career website. The Career Center provides Vanderbilt students with access to all the consulting guides including:

- Top 50 Consulting Firms
- Vault Career Guide To Consulting
- Vault Guide To Case Interviewing
- Specialized Consulting Guides

Visit [Vault Consulting](#) and log in with your Vanderbilt email to gain full access.

WE CAN HELP

Career Coaches can support your consulting pursuits by coaching you in areas such as:

- Targeted resume and cover letter review
- Networking strategy
- Behavioral interview practice
- Industry research process
- Decision making process
- Our team does not conduct case interviews, but will assist you in finding peers & alumni

Schedule a coaching appointment using [Doreways](#). Over the summer you may contact your coach directly to set up an appointment via Skype.