M&I / BIWS Coaching Services –
Description of Support Included with the Silver and Gold Packages

Once you sign up for the Silver or Gold coaching packages, you’ll receive access to our support and Q&A services via email and the “Personal Pitch” coaching call(s).

To be 100% clear about what IS included and what is NOT included in these support services, we have prepared this document for you.

Please make sure you understand these terms and conditions before you sign up.

Here is what is INCLUDED in the support services:

- **PITCH** – We’ll explain how to enhance and refine your pitch so it is rock solid in interviews.
- **PRESENTATION** – We’ll help you present yourself more effectively, including how you approach others, how you speak, and how you dress.
- **TRANSITIONS/CAREER MOVES** – You can ask us how to move to another division, another bank, or another industry, such as private equity, coming from any background.
- **POSITIONING** – We’ll show you how to position yourself to stand out against everyone else.
- **DECLINING/ACCEPTING OFFERS GRACEFULLY** – You can ask for advice on how to decline offers, which offer to accept, how to buy time if you have multiple offers, and how to accept/turn down offers gracefully.
- **EXPLANATIONS OF “TRICKY” SITUATIONS** – You’ll find out how to explain gaps on your resume, poor performance reviews in previous roles, why you were fired or laid off, and why you jumped around to multiple industries within a short period of time.
- **DEALING WITH UNPLEASANT WORK SITUATIONS** – You’ll learn how to deal with seemingly “unsolvable” and “unpleasant” work situations, such as a dominating boss, angry colleagues, or the inability to advance in your current role.
- **NETWORKING STRATEGY** – You’ll find out when you should follow-up with, approach, or give up on a contact, which firms/banks to focus on, and the best way to meet industry contacts and network with them to advance your career.
- **FIT** – You’ll learn how to decide which divisions/industries within finance fit you best.
- **TEAMWORK** – You’ll gain concrete strategies for working successfully in a team and performing well on all tasks/projects assigned to you.

Depending on the complexity of your question, you will receive a response within 1-2 business days.

For example, if you have a simple question about which job offer to accept and you write in with a paragraph describing the 2 offers, you’ll receive a quick response.

http://www.mergersandinquisitions.com
http://breakingintowallstreet.com
If, on the other hand, you have a complicated situation at work that requires 5 paragraphs via email to properly describe, it will take us longer to assess your situation and offer advice.

What is NOT Included in the Support Services

Here is what the support services do NOT include:

Answers to Technical / Modeling Questions

If you are a BIWS customer and have questions on BIWS materials, please email your questions to accounts@breakingintowallstreet.com.

These coaching services are focused on networking, resumes, and interviews, so they are NOT the appropriate place to ask questions related to technical skills, case studies, or financial modeling.

If you email us with these questions, we will just refer you to accounts@breakingintowallstreet.com.

Revisions of Additional Documents Beyond the Resume and/or Cover Letter

None of the documents listed below are included in this service. If you need edits on any of these documents, you will have to pay an additional fee:

- Essays
- Competency Questions
- Job Applications
- Presentations / Case Studies
- Financial Models
- Single Page or Multiple Pages of “Additional Transaction Experience” as a Supplement to Your Resume
- LinkedIn Profile or Other Social Media Profiles (Unless you’ve signed up for the Gold package)

Other Clients’ Details, Resumes, Cover Letters, etc.

It goes without saying that we protect our clients’ privacy and never share their personal details – so please do not ask for previous clients’ details, resumes, cover letters, action plans, LinkedIn profiles, etc.

Revisions of Emails Outside the Scope of the Package You Signed Up For

We will revise only the emails specified in each package. Revisions of additional follow-up emails, interview request emails, introductory emails, and so on are not included, and if you require any of this there would be an additional fee for each document.

Questions on Other Industries Outside the Scope of Our Service, Such As Consulting and Law

http://www.mergersandinquisitions.com
http://breakingintowallstreet.com
We specialize in the finance industry. If you have a question on something that is not finance-related, then please do not ask us – you are better off asking another provider that specializes in the industry you are interested in.

**The Situations of Your Friends, Family and Other Contacts**

The coaching services are for YOU – we know your profile, your background, and the jobs you are applying for.

We do not know your friends, family, acquaintances, or co-workers.

Therefore, if they require our assistance, please tell them to sign up for the coaching services here and we’ll be happy to work with them.

If they do not sign up for the coaching services, then we cannot help them.

**MBA/University-Related Questions**

We do not specialize in MBA admissions, so you are better off asking an MBA admissions consultant.

**Exams Such as the GMAT, GRE, LSAT, CFA, CAIA, etc.**

We do not offer test prep, so you are better off asking test prep providers if you have questions on these exams.

We’re happy to offer input on whether or not one of these exams would be useful for you, but we cannot give advice on actual test prep or specific questions.

**Introduction to Our Contacts / Referrals**

This is not a headhunting or recruiting service, so it is not possible for us to introduce you to our own personal contacts.

Also, you will get much better results by reaching out independently and developing your own relationships. This is a required part of the process when you’re looking for jobs.