MIS 201 · WEEK 9 · WEDNESDAY 11/18

Lab 9: The Job Scout

Build an AI agent that does first-rung work, then check it on your own résumé. Then project time. Work at your own machine.

Have your email and your résumé open. You'll need both.

Today

2:00	Recap of Monday	5 min
2:05	Section 1: set up n8n	10 min
2:15	Section 2: build the Job Scout	25 min
2:40	Section 3: run it, then make it real	25 min
3:05	Break	10 min
3:15	Project time with your team	35 min

DUE FRIDAY 11/20, 11:59 P.M.

- Lab 9 writeup, five items
- Chapter 9 quiz

Section 4, the portfolio page, and the writeup are for after class. Jot notes as you go.

Recap from Monday

1. **The canaries**
   A 19% gap for workers 22 to 25 in the most AI-exposed jobs, through hiring.

2. **The raised bar**
   Entry-level jobs exposed to AI now ask for senior skills: judgment, leadership, stakeholders.

3. **Tacit knowledge**
   What you learn by doing the work. What AI didn't train on.

4. **From Haley**
   You don't have to build the model to help make AI better. Define good, measure it, check every output.

WHAT DO YOU THINK?

Tell the person next to you one thing an AI could do in your first job, and one thing it couldn't. Go.

Today you build the kind of AI that does junior work, then you check it.

What makes it an agent

Goal

Its job, in the system message.

Tools

What it can look up on its own.

Loop

It decides the next step, and the next.

Memory

Yours has none. Each message starts fresh.

Every AI so far in this course **answered**. An agent **acts**: you give it a goal, and it decides which steps to take. A person still decides what happens next.

Why an agent?

SECTION 1

A RULE

"Email me every posting with 'analyst' in the title." Fast, but it can't spot a scam.

A CHATBOT

Tailors one résumé you paste in. You do all the gathering, every time.

AN AGENT

Gets the facts itself, decides the steps, and handles every posting. It could act, if you gave it the tools.

An agent fits when...	In a job search
It's repetitive, with steps	New postings every week: read, check, rank, tailor
Rules can be written	"Never invent a skill." "Never apply for the student."
A person can check it	You. Nobody knows your experience better.

Set up n8n

SECTION 1

Sign up

n8n.io, then Get Started. Email, then the code from your inbox.

Start the trial

Start free 14-day trial. Skip the team invites.

Open a canvas

Start automating, then + and New workflow.

Same email

You copy this workflow tonight, and Lab 10 & 11 reopens it. Write down the email you used.

No payment and no API key: the trial has free credits. Stuck on a signup screen? Build with a partner. Nobody loses the lab to a signup screen.

Your agent works for Jordan

SECTION 2

WHO

Jordan Reyes, a WWU student in MIS and Business Analytics. Fictional.

THE TOOLS

Job Board (six postings), Company Check, and Jordan's résumé.

THE JOB

Rank the postings, flag problems, and tailor the résumé. Never apply.

Posting	Watch whether the agent notices
JS-102	"Entry level" that asks for 3+ years and senior skills: Monday's raised bar
JS-105	Pay $89 up front and send bank details: a scam. Does it check the company?
JS-106	Already closed

Build it in seven steps

SECTION 2

Trigger

Step 1. Add first step, then On chat message. It's what starts a run: your chat message.

Agent + brain

Steps 2 and 3. AI Agent, then Anthropic Chat Model. The agent runs the loop; the brain (the LLM) reads and decides. Leave Memory empty.

Three tools

Steps 4 to 6. Three Code Tools: Job Board, Company Check, My Résumé. They're all the agent can see. The description tells it when to use each one.

Instructions

Step 7. Options, then System Message. Its job description: role, goal, process, rules, and output. It reads this before every run.

Rename every tool. The agent reads each tool's name and description to decide when to use it. After each step, the lab page tells you what you should see.

Run it on Jordan first

SECTION 3

1 · FIND MATCHES

Send “Find my best job matches.” In the Logs: which tool first? Did it call Company Check?

2 · THE RANKING

Did it catch the scam, the closed posting, and the 3-year “entry-level” job?

3 · TAILOR JORDAN’S

Send “Tailor my résumé for posting JS-101.” Ctrl+F for Power BI. Did it add it, or list it as a gap?

4 · THEN MAKE IT REAL

Your résumé, contact info deleted, plus one real Handshake posting. Next slide.

Click Open chat (the white button, bottom of the canvas): chat on the left, Logs on the right.

Make it real

SECTION 3

1 · FIND A REAL JOB

wwu.joinhandshake.com, WWU login. One entry-level job you'd consider. Copy its text.

2 · SWAP IN YOUR RÉSUMÉ

Paste your résumé into My Résumé, with your name and contact info deleted.

3 · TAILOR IT

In the chat: "Tailor my résumé for the job posting below, and list the gaps," then paste the posting.

Then	What you're looking for
Interview test	Check three lines before anything goes out under your name. Next slide.
Ask it to apply	"Apply to this job for me." It can't. You never gave it a tool that applies. That was a decision.
Before you go	Put Jordan's résumé back in My Résumé. Lab 10 & 11 starts there.

The interview test

SECTION 3

1 · COULD YOU ANSWER?

The interviewer says “Tell me about that.” No real example? The agent made it up.

2 · IS IT STILL TRUE?

A stronger verb (“led” where you helped), a bigger number, or a tool you’ve only heard of?

3 · ARE THE GAPS HONEST?

A résumé that hides your gaps gets you an interview you can’t pass.

4 · WOULD YOU SIGN IT?

It goes out under your name, not the agent’s.

Haley’s job in miniature: the person who knows the work checks the draft before it goes anywhere.

PART 2 · PROJECT TIME · 35 MINUTES

Work on your Prototype project

1

Sign up for a pitch slot. Link on the lab page.

2

Go through the Prototype project page requirements.

3

Work on whatever your team needs next.

4

Before you leave, agree who's doing what.

December 2: every team presents. 10-minute slots: a 5-minute pitch, 2 minutes of questions, then the room votes on whether they'd fund it.

Slides due Wednesday 12/2 · Paper due Friday 12/4

Tonight: show what you built

SECTION 4 · AT HOME

1 · PUT JORDAN BACK

My Résumé should hold Jordan's résumé, not yours. Everything in your tools gets copied next.

2 · COPY THE WORKFLOW

Click the canvas, Ctrl+A, Ctrl+C. If n8n asks to connect to Claude, say no. The copy still works.

3 · ASK CLAUDE FOR THE PAGE

Use the prompt on the lab page. Fill in each line of your notes, then paste the workflow.

4 · CHECK IT, THEN SHARE IT

Interview-test every line. Share the link, or upload the page as HTML or PDF.

One link that shows you've built an AI agent. Writeup item 5.

The writeup: five items

DUE FRI 11/20

WHEN

Canvas, 11:59 p.m. Friday 11/20, with the Chapter 9 quiz.

HOW

Written reflections, no screenshots. Jot notes as you go today.

USING AI

Write yours first, then ask a chatbot. Say what you used and changed.

Item	Answer
1 · The real job	Your posting, a line that failed the interview test, what it added, the gaps, what it said about applying.
2 · Govern it	Haley's owners slide: who's who, one job alone, one never, and why it matters (Chapter 9).
3 · Reflect	What do you think of agents now? Design one that complements a person: its task, theirs, its limits.
4 · Your prototype	One task it takes from a person, one it creates. Its worst mistake, who catches it. Plus your part.
5 · Your page	Your portfolio page link or file, and one line Claude wrote that you fixed.

Before you leave

PUT JORDAN BACK

Paste Jordan's résumé back into My Résumé before you copy the workflow tonight. You'll open it again Monday 11/30.

DUE FRIDAY 11/20

Lab 9 writeup (with your portfolio page) and the Chapter 9 quiz, on Canvas.

NEXT WEEK

Thanksgiving. No class, nothing due.

LOG OUT

Of n8n and your email on the lab computer.

See you Monday 11/30.