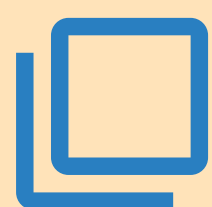


Prepare for Virtual Fairs Checklist

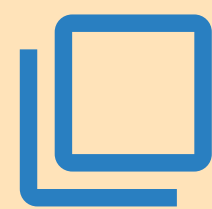
Fall Virtual Career Fair
Friday, September 24
1 - 4 pm ET on Handshake

Career Fair registration is now open in Handshake!

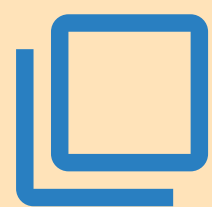
Pre-Registration



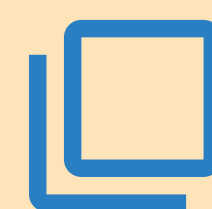
Get your **Resume Critiqued** by the Career Center (we have daily Career Labs for this!)



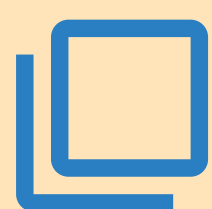
Upload your Resume as a **Public Document** on Handshake; have your Profile Visibility set to **Community**



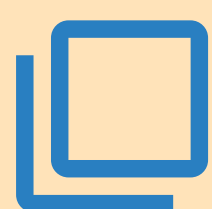
Complete/Update your Handshake Profile: pay special attention to Job Role Type, Location Preference, and Job Type



Attend/Watch Prepare for the Fair trainings (led by the Career Center on 9/17) and available on our YouTube channel



Browse Employers who are attending the Virtual Fair and check out all of our **resources** to help you succeed



Make sure your **GPA, Major, School Year, and Work Authorization** info is accurate in Handshake

Pre-Fair / Post-Registration



Build your Schedule by signing up for Group Sessions and 1-on-1s as soon as you register!



Stop by our Career Lab to go over your game plan



Attend Chat Office Hours to ask questions specific to virtual fairs



Add the date to your calendar



Check your tech

Day-Of

- **Dress the Part**
- Check Your **Tech** (again)
- Join Sessions **on Time**
- **Add** in Sessions if your Schedule Allows
- **Get Contact Information**



Post-Fair

Send thank you emails!

Thank the reps for their time, ask about next steps, and **apply for opportunities**. If you've applied for an opening let them know... keep the momentum going!

PLEASE NOTE: THESE ARE RECOMMENDATIONS NOT REQUIREMENTS