

Resume Round-Up Spring 2022

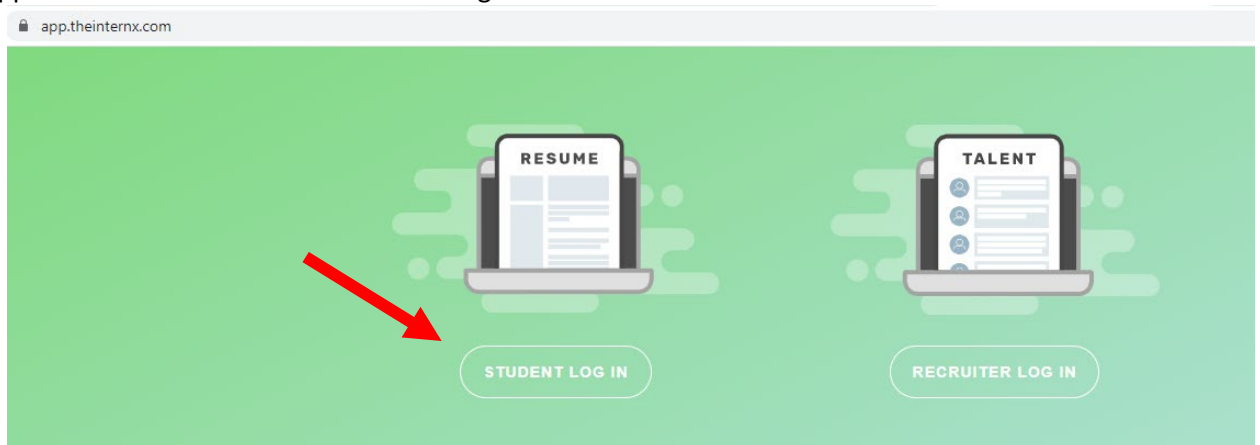
For Spring 2022, Resume Round-Up will be a virtual event conducted using the InternX platform. You will sign up for a timeslot with an employer volunteer, and will talk with them via webcam to review your resume.

You must have a device with a webcam for this event. For best results, it is recommended that you use Chrome.

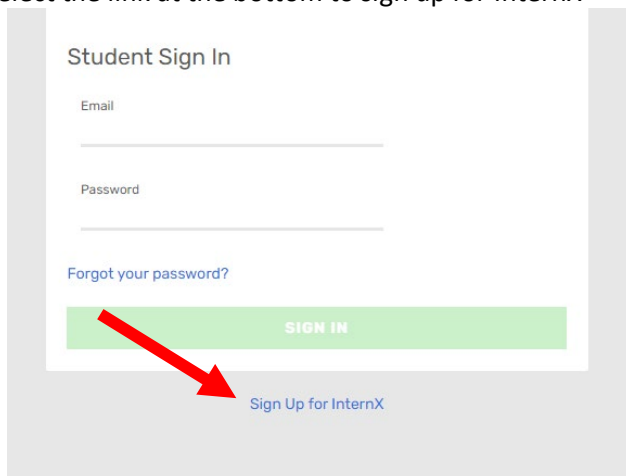
TO GET CREDIT FOR ATTENDING, PLEASE SIGN IN USING COUGARNET EMAIL ADDRESS

TO SET UP YOUR INTERNX ACCOUNT

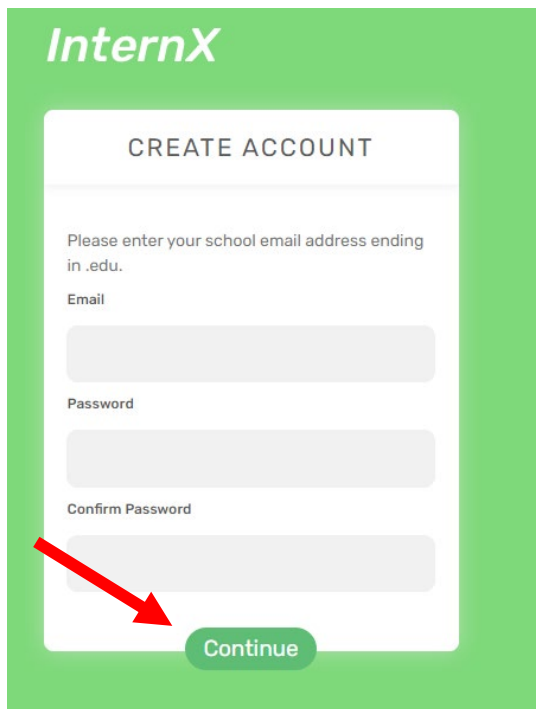
- 1) Go to the InternX for Resume Round-Up link in Gateway, or navigate to the login page – app.theinternx.com. Select the student log in icon



- 2) Select the link at the bottom to sign up for InternX



- 3) Create your account and select continue – **USE COUGARNET EMAIL ADDRESS.**



- 4) You will receive an email to confirm your account. Select confirm

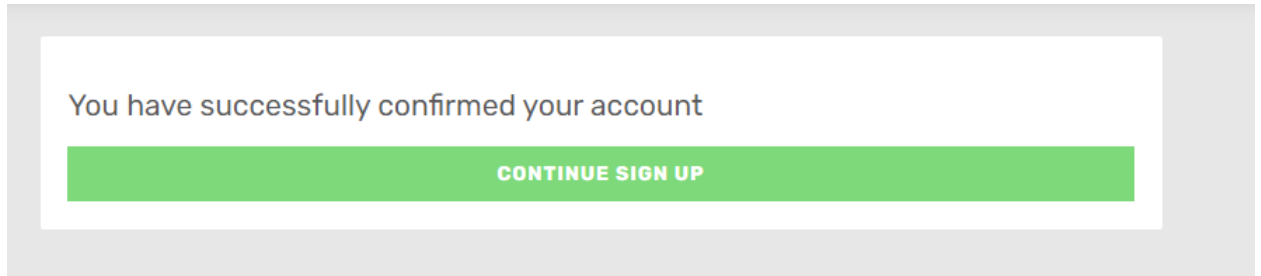
Please follow the link below to confirm your email:

Confirm

If the button above doesn't work, you can copy and paste this link directly into your browser:

<https://app.theinternx.com/student/confirm->

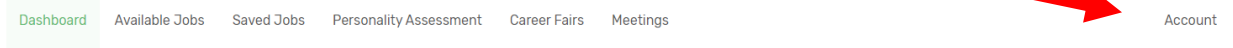
5) Once you have confirmed your account, continue to the setup



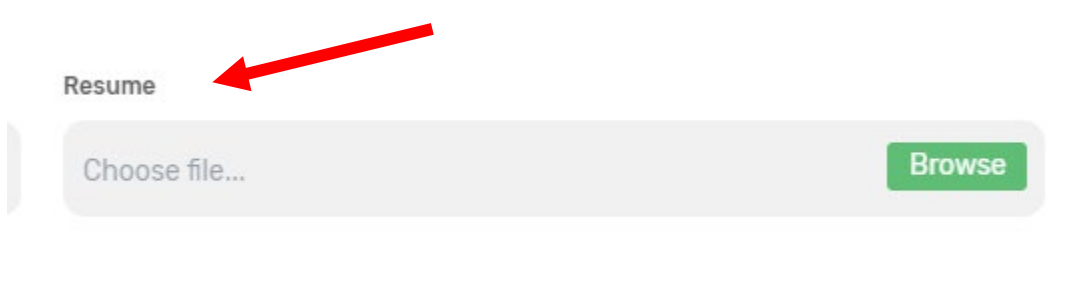
6) Fill out your student profile information, then complete your sign-in.

- a. Type in your GPA, don't use the arrows. If you don't have a UH GPA yet, use your GPA from your previous institution.
- b. If you aren't sure about your major or graduation, just give your best guess.
- c. For Region – choose South for Texas

7) Select Account on the upper right hand corner



8) Scroll down below the Personal Details to upload your resume



9) Click Save

TO SIGN UP FOR A RESUME REVIEW TIMESLOT

- 1) Click the link for Career Fairs at the top

[Dashboard](#) [Available Jobs](#) [Saved Jobs](#) [Personality Assessment](#) [Career Fairs](#) [Meetings](#) Account

- 2) Select the date you would like to attend Resume Round-Up

Fairs

Filter by Not Ended Yet ▼

Virtual Resume Round-Up - Monday

Scheduling for this fair is now open!

February 07

09:30 AM - 04:00 PM

[Register For This Fair](#)

Virtual Resume Round-Up - Tuesday

Scheduling for this fair is now open!

February 08

09:30 AM - 04:00 PM

[Register For This Fair](#)

Virtual Resume Round-Up - Wednesday

Scheduling for this fair is now open!

- 3) Click on the Scheduling link for your preferred fair

Virtual Resume Round-Up - Monday

Scheduling for this fair is now open!

February 07
09:30 AM - 04:00 PM

Unregister

4) Select the Companies tab at the top



5) Select the volunteer company you would like to meet with

Home **Companies** Jobs Meetings

All Favourite

Name Search: John Doe LLC

Showing 10 matching companies

Sort by

Minimum GPA: 2.3

Majors: Accounting, Management Science

Proficiencies: C++, AutoCAD

Industries: Web Design, Automation

- Mattress Firm** - Large Company - Official Site
- Ernst & Young** - Large Company - Official Site
- Wells Fargo** - Large Company - Official Site

6) Click the Scheduling button

Virtual Resume Round-Up - Monday You Are Registered!

Home **Companies** Jobs Meetings

Wells Fargo Add To Favorites

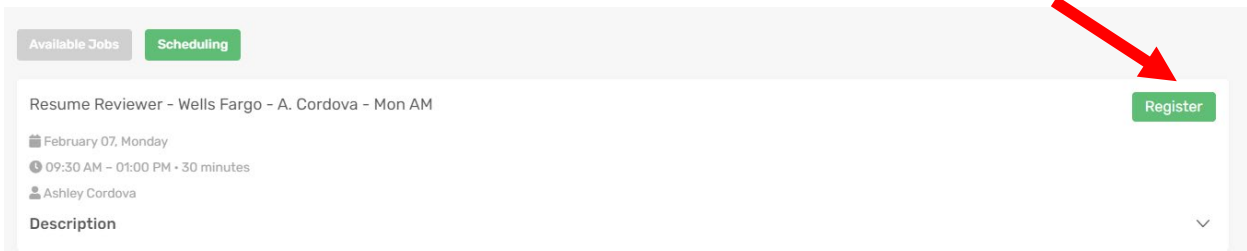
Large Company - Official Site

Wells Fargo & Company (NYSE: WFC) is a diversified, community-based financial services company with \$1.9 trillion in assets. Wells Fargo's vision is to satisfy our customers' financial needs and help them succeed financially. Founded in 1852 and headquartered in San Francisco, Wells Fargo provides banking, investment and mortgage products and services, as well as consumer and commercial finance, through 7,800 locations, more than 13,000 ATMs, the internet (wellsfargo.com) and mobile banking, and has offices in 37 countries and territories to support customers who conduct business in the global economy. With approximately 259,000 team members, Wells Fargo serves one in three households in the United States. Wells Fargo & Company was ranked No. 26 on Fortune's 2018 rankings of America's largest corporations. News, insights and perspectives from Wells Fargo are also available at Wells Fargo Stories.

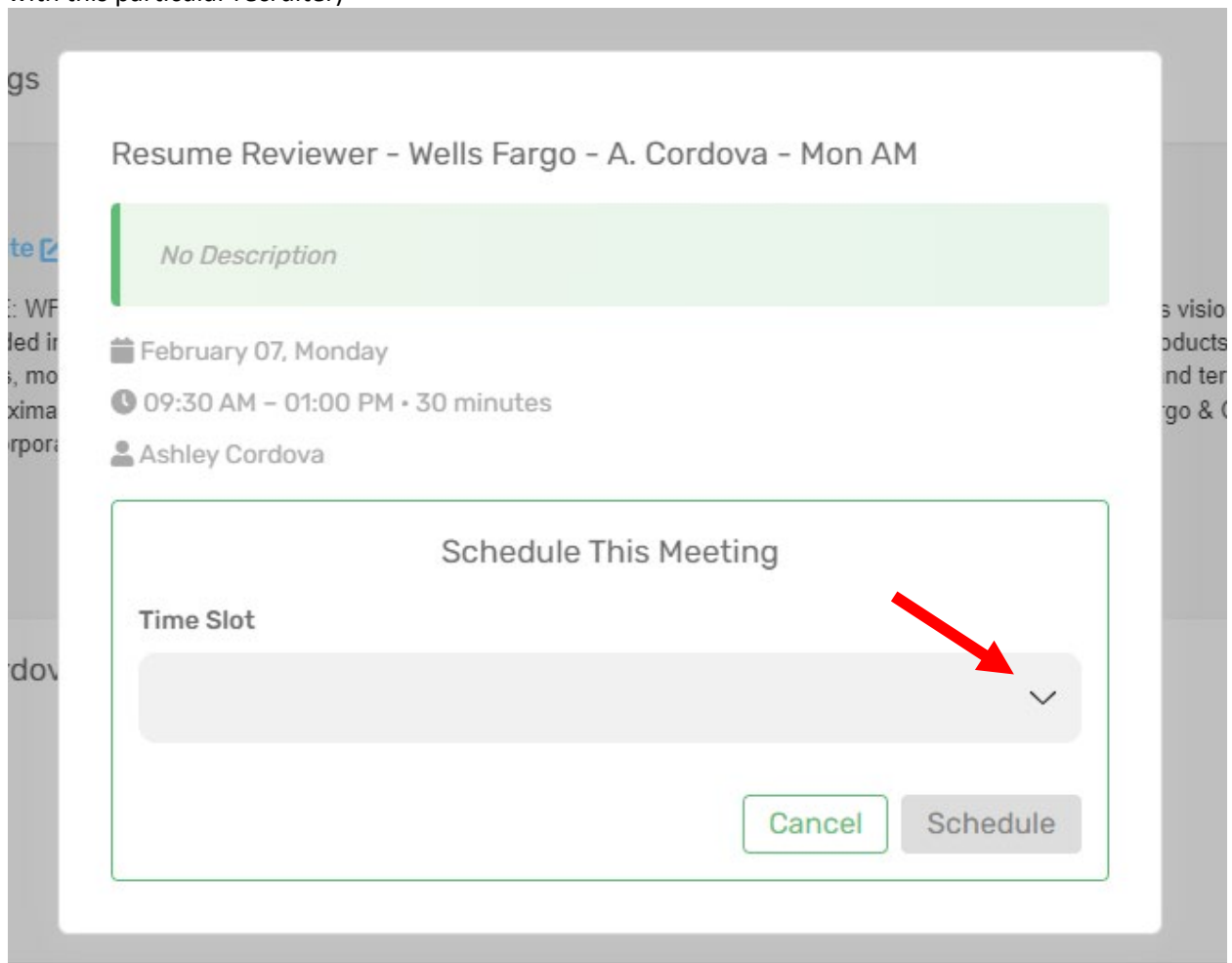
Available Jobs **Scheduling**

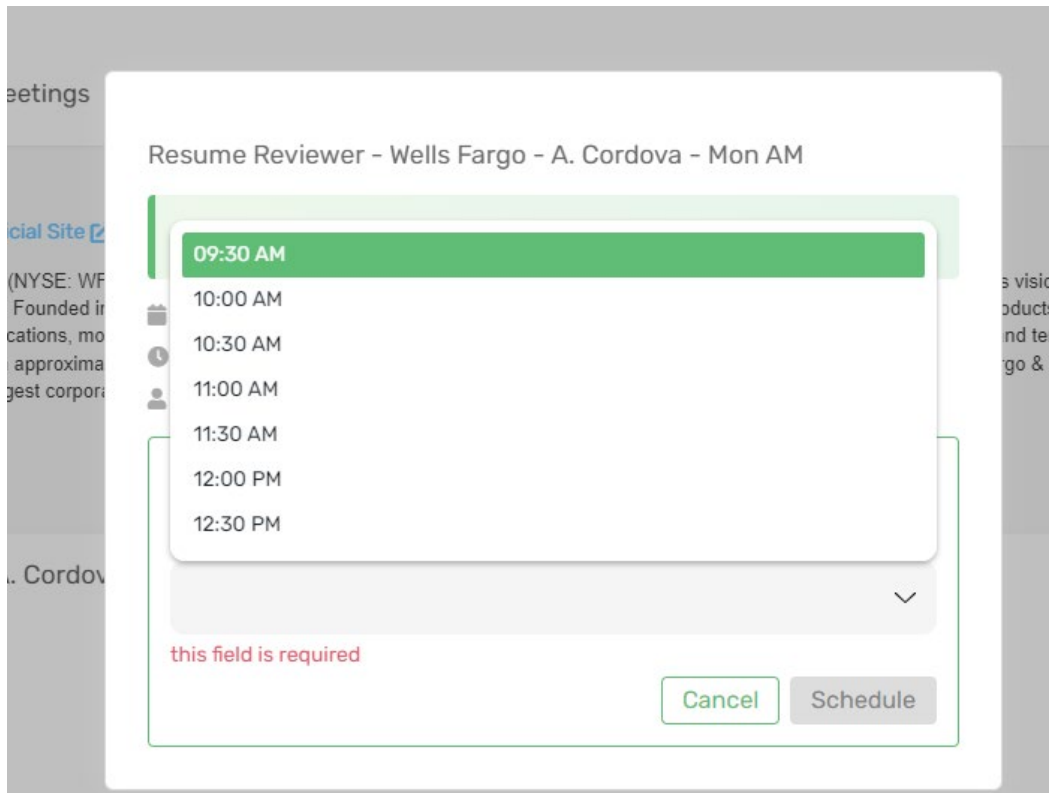
No Jobs Registered

7) Click on the Register button

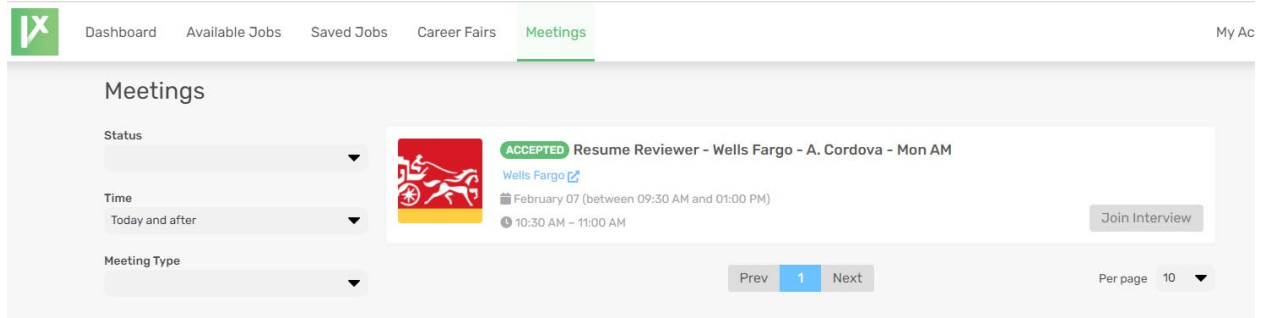


8) Click the down arrow to show available timeslots (if no timeslots show, there are none available with this particular recruiter)





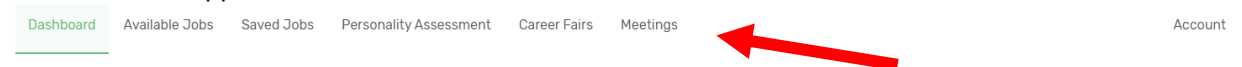
10) You will find your appointments in Meetings tab at the top of your page



11) On the day of your appointment, you will receive an email with your scheduled time. **SAVE THIS EMAIL**, as it will provide the link for you to sign into your virtual meeting. ⁽³⁾ You can also join your meeting from the Meetings tab in your account at the appointment time.

ON THE DAY OF YOUR RESUME REVIEW

1) Log into your InternX account, and select the Meetings tab at the top. Here you will see your resume review appointment details.




2) Select the Accepted button at the top to find your meeting details

Meetings

Status ▼

Time
Today and after ▼

Meeting Type ▼

 **ACCEPTED** Resume Reviewer - Wells Fargo - A. Cordova - Mon AM
Wells Fargo [Wells Fargo](#)
February 07 (between 09:30 AM and 01:00 PM)
10:30 AM - 11:00 AM Join Interview

Prev 1 Next Per page 10 ▼


3) Before your meeting time, please test out your audio and video capabilities

[< All Meetings](#)

ACCEPTED Resume Reviewer - Wells Fargo - A. Cordova - Mon AM Test Audio/Video Change Time Decline Add To Calendar

February 07 (between 09:30 AM and 01:00 PM)
10:30 AM - 11:00 AM
Resume Round-Up - Monday
No Description
Join This Meeting

*Join This Meeting button will not become clickable until the exact start time of meeting.
If it doesn't happen, refresh page at the start time of your meeting and check if your device time is correct.*

 Wells Fargo [Official Site](#)
This company have no description


4) If you need to cancel your meeting, select the Decline button. This option is only available as long as the schedule is open.

[< All Meetings](#)

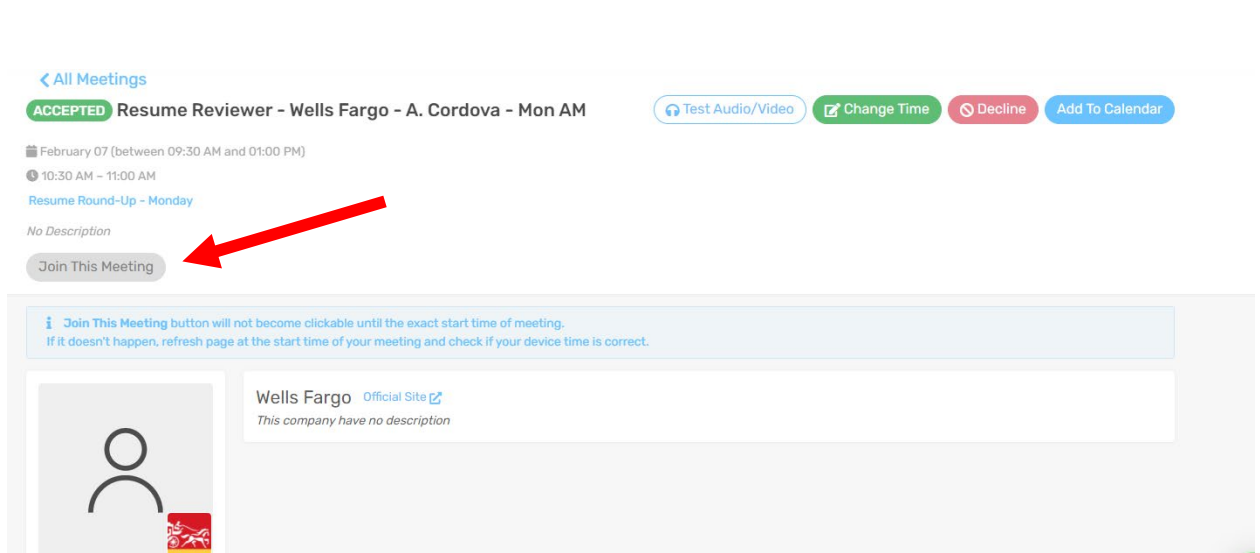
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This company have no description

5) At the time of your meeting, the Join the Meeting button will turn green. Click this button to join your meeting at the appointed time



There is a text chat feature in this system. If you choose to utilize the chat during your meeting, please note that the person you are speaking with does not automatically get a notification, so make sure let them know you are putting some information in the chat.

If you do not initially get a timeslot, please be aware that additional slots may open up as more volunteers are added or as students cancel. Please keep checking the InternX system for openings.