

Prepare for In-Person Fair Checklist



Friday, Sept 23rd
11:30am-2:30pm
Gantcher Center

Career Fair registration is now open in Handshake!

Pre-Fair

- Register for the fair** and put the date in your calendar
- Get your **Resume Critiqued** by the Career Center (we have daily Career Labs for this!) and **upload it to your Handshake profile**
- Complete/Update your Handshake Profile:** pay special attention to Job Role Type, Location Preference, and Job Type
- Attend **Prepare for the Fairs** training led by the Career Center on Friday, September 16th at 12pm
- Practice your elevator pitch**
- Plan your outfit**
- Browse Employers** who are attending the fair and identify a few you want to make sure not to miss

Day-Of

- Smile!** There will be a headshot photobooth at the fair - take advantage and get a professional shot for your LinkedIn
- Bring your phone** to scan employer QR codes
- Get contact information** for employers you meet so you can follow up

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