

Prepare for the Virtual Career Fair

UCI Division of Career Pathways

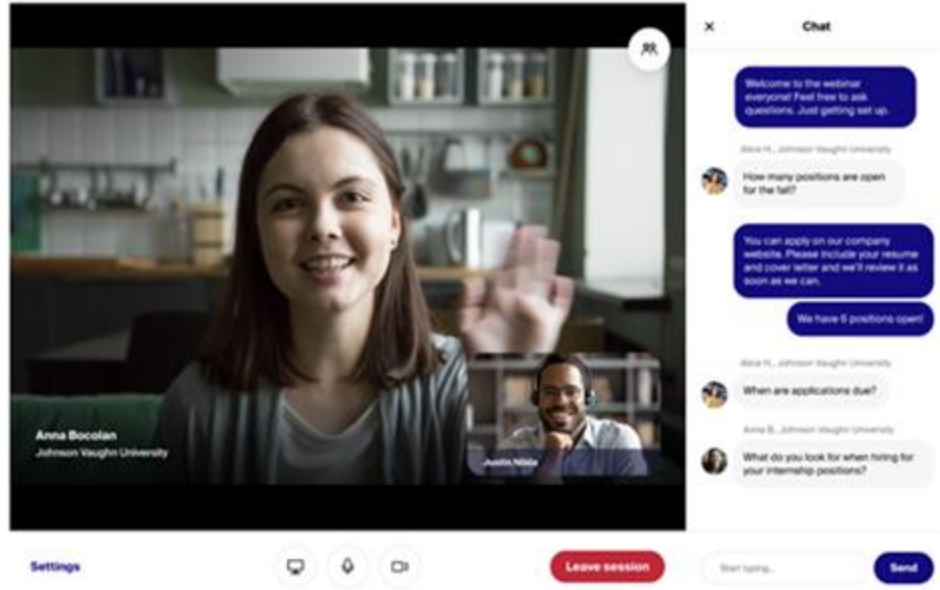
UCI Division of
Career Pathways

What is the Virtual Career Fair?

***Virtual Fall Career Fair: Sept. 22, 2021 10:00 am - 3:00 pm PDT**

***Virtual STEM Career Fair: Oct. 14, 2021 10:00 am - 3:00 pm PDT**

- Opportunity to interact with employers through video, audio, and/or chat
- Never wait in line: Pre-register for 1:1 or group sessions with employers or join an open session the day-of
- Employers are able to host two types of sessions:
 - Group Sessions
 - 1:1 Sessions



Group Session (30 min.)

- Can accommodate up to 50 students and multiple recruiters
- Learn about openings and company culture; there will be opportunities to ask questions

1:1 Session (10 min.)

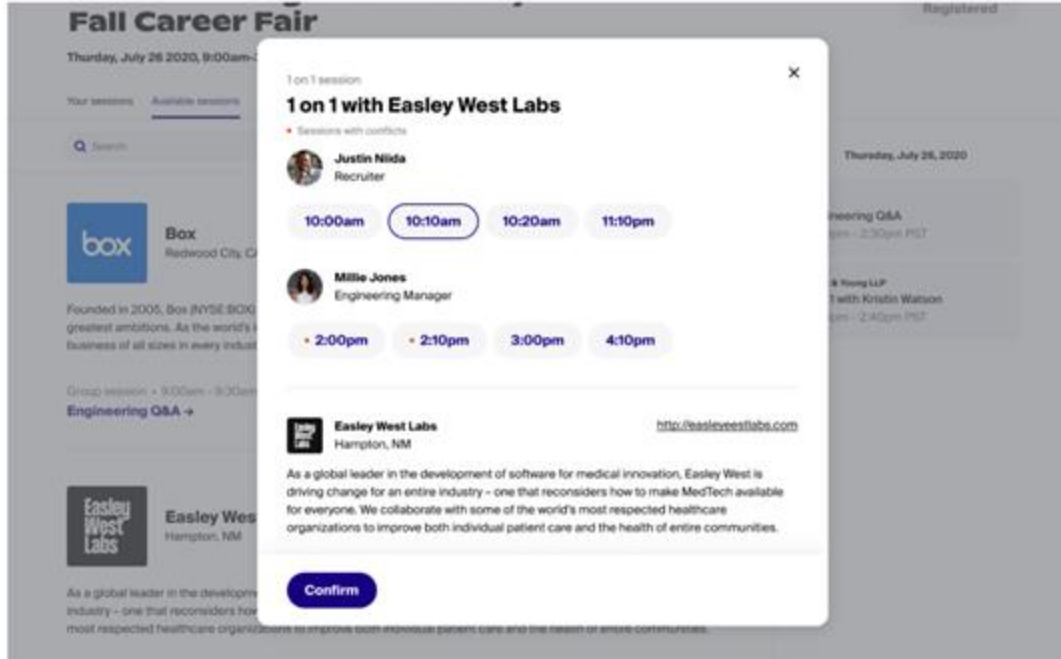
- Students and employers will have access to video, audio and text-based chat during sessions

Register for Sessions

 Handshake | [Blog](#) | [Students](#) | [Employers](#) | [Career Centers](#) | [Team Handshake](#)

[Sign in](#)

[Sign up](#)

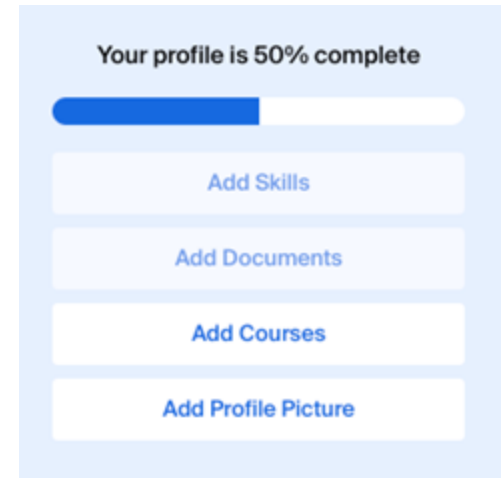


The screenshot shows a 'Fall Career Fair' event page for Thursday, July 26, 2020, from 9:00am to 5:00pm. A modal window is open for a '1 on 1 with Easley West Labs' session. The modal lists two recruiters: Justin Nilda (Recruiter) and Millie Jones (Engineering Manager). Available time slots are 10:00am, 10:10am, 10:20am, 11:10pm, 2:00pm, 2:10pm, 3:00pm, and 4:10pm. The 10:10am slot is selected. Below the time slots, the Easley West Labs logo and name are shown, along with their website URL (http://easlewestlabs.com) and a brief description of their work in medical innovation. A 'Confirm' button is at the bottom of the modal.

Once you sign up for your first session, you're auto registered to participate in that career fair

Prepare for the Virtual Fair

- Ensure you have the right set up to support audio (required) and video (optional) and privacy settings set to: Community
- **Complete Handshake Profile:**
 1. Fill out Education Section & GPA
 2. Fill out Work Experience
 3. Add Extracurricular Activities
 4. Add skills, interests, courses, projects (optional)
 5. Add a profile picture
 6. Upload resume to profile



How do I Succeed at the Fair?

- Have a goal in mind
- Prepare questions to ask
- Dress professionally
- Find a quiet spot and a neutral background
- Update your resume
- Practice your introduction/elevator pitch beforehand

Craft Your Elevator Pitch

Who am I?

- Name
- Area of Study
- Research Interest

What am I seeking?

- Work opportunities
- Information about an industry

What can I offer?

- Relevant experience
 - Skills
- Achievements

What is my objective?

- Opportunities
- New connection
- End with a question

Written Pitch Example

Hi (Name of Recruiter). Thank you for this opportunity to further discuss _____.

I am currently a senior at UC Irvine majoring in _____.

My career interests include _____ and I have experience _____.

I am currently seeking a _____ where I can _____.

* End with a question*

During the Fair

- Show up on time for your sessions
- Maintain eye contact
- Practice active listening:
 - Smile and nod occasionally (as you would during in-person conversation)
- Introduce yourself and ask questions
- Have paper and pen ready to take any notes

1. Navigate to the fair in Handshake and click on the **Your sessions** tab.
2. Click the blue **Launch Video** button in order to join the session. You can join up to five minutes early to test your audio and video connection.

The screenshot shows the Handshake Virtual Career Fair (Test 2) interface. At the top, there is a navigation bar with the Handshake logo, a search bar, and links for Jobs, Events, Q&A, and Students. On the right, there are links for Messages and Career Center, along with a notification icon. The main heading is "Handshake Virtual Career Fair (Test 2)" with the date and time "Friday, July 24, 2020 11:00am - 3:00pm EDT". Below this, there are three tabs: "Available sessions", "Your sessions" (which is selected), and "Career fair details". The "Your sessions" tab shows a list of sessions for "Friday Jul 24". The first session is "11:00am - 11:30am EDT" with the text "No sessions" and a "Show open sessions" link. The second session is "Group Session • 11:30am - 12:00pm EDT" with the text "Edu - Internal Virtual Fairs Office Hours" and a "Launch video" button. On the right side of the interface, there is a section titled "How to stand out at a virtual career fair" with two sub-sections: "Show up on time" and "Plan your location".

Joining Sessions

- After launching, a prompt will pop up
- Make sure that you've allowed microphone and video access in your browser or in Handshake app

After the Fair

- As fair sessions wrap up, ask recruiter about next steps
- Send follow up messages
- View and apply to open jobs or internships
- Keep applying and networking



FAQ

- **Can students register for as many sessions as they'd like?**

Yes! You may register for as many as you like, as long as their schedule times don't overlap.

- **Will transcripts of chats be available to access, after the fair?**

Transcripts will not be provided for chats. Handshake does, however, provide moderation options to utilize *during* conversations.

- **Will students that live internationally be able to participate?**

Yes! There are no geographic restrictions so as long as you're logged into Handshake you can participate.

Additional Resources

- Resume: [VMock](#)
- Appointments: Schedule a 1:1 career appointment using Handshake
- [Career.uci.edu](https://career.uci.edu)

