

Prepare for the Virtual Career Fair



Virtual career fairs are a great opportunity to interact with employers through Handshake (<https://uci.joinhandshake.com>) via video, audio, and/or chat. Never wait in line: Students need to pre-register AND sign up ahead of time for 1:1 or group sessions with employers or join an open session the day-of the event. Employer schedules typically open up 2 weeks before the fair.

Employers can host two types of sessions:

- **Group Sessions** - 30 minutes in length; multiple students can attend; often have multiple company representatives presenting. Learn about openings and company culture, ask questions.
- **1:1 Sessions** - 10 minutes in length; 1 student and 1 employer. Students and employers will have access to video, audio, and text-based chat during their sessions.

Before the Fair

- Don't wait to register for the virtual career fair on Handshake, as sessions can fill up quickly. The sooner you register for the fair, the sooner you can reserve your time slots to virtually meet with recruiters. It's also a good idea to check back periodically for an updated list of employer sessions. If a company has registered for the fair but hasn't set up their schedule yet, you can follow them from the career fair page to get notified when sessions are added.
- To see which companies are attending, log on to Handshake, go to **"Events"** – filter for career fairs – click on the fair you're interested in – click on and view the employers attending. Research the companies in which you're interested, visit their websites, and learn about their available positions.
- Select company session time slots that work with your availability.
- Ensure Handshake settings are set correctly to support audio (required), video (optional). Profile Privacy settings should also be set to Community to participate in the virtual fair.
- Complete Handshake profile and upload your resume to Handshake. **Pro tip:** after uploading, click on the blue button **'Feature on Profile'** to make the document public – when you sign up for sessions, this will allow the employer to view your resume!

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.

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.

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During the Fair

- Find a quiet spot and neutral background.
- Dress appropriately (read the [“Dress for an Interview”](#) career guide for suggestions).
- Log into Handshake (can log in 5 minutes before your sessions to check settings).
- Navigate to the fair and click on **“Your Schedule.”** Click on the **“Join”** button.
- Be prepared to share your 1-minute introduction and have questions to ask.
- Maintain eye contact (look at the camera), smile, practice active listening.
- Thank the employer for their time and ask about next steps.

After the Fair

- Send follow up messages to the employers, if appropriate.
- View and apply to open jobs and internships.
- Keep applying and networking.

Read the [“Elevator Pitch”](#) and [“Prepare for the In-Person Career Fair”](#) career guides for additional information on preparing for career fairs.

FAQ

Can I use my cell phone for the virtual fair?

- Mobile devices are only supported for students using the Handshake mobile app on iOS and Android. You may be limited by your device’s capabilities if you access sessions via mobile web. It is recommended to participate in the fair with a desktop / laptop using the Chrome browser.

