

STUDENT TIPS: VIRTUAL FAIRS & NETWORKING EVENTS

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Personal Prep

- [Create an elevator pitch](#)
- Research employers on LinkedIn and compare companies utilizing GlassDoor, as well as company websites
- [Update & review your resume](#) - Schedule an appointment on MyUI to review your resume with a peer advisor
- Rehearse using [Big Interview](#) (virtual video practice software)
- Watch a [Prepare for the Fair video](#)

Handshake Prep

- Register for the event **IN ADVANCE** on [Handshake](#) and research employers attending and job postings each employer has posted
- Register for group sessions and 1:1 sessions **IN ADVANCE** on Handshake to secure times that work for your schedule; you must join the session before it starts to enter the session
- Review and update your privacy settings in Handshake:
 - Update profile with current resume details: School year, Major, GPA & Work Authorization status
 - Set profile to *public* to be able to chat with employers only in 1:1 sessions, or set to *community* to be able to chat with employers, other students and alumni in the group sessions
- Students can explore and research Employers under Employers tab

Technology Prep

- Download a [UI virtual background](#)
- Technology Requirements:
 - An internet connection – broadband wired or wireless (3G, 4G/LTE or 5G)
 - Use Chrome as the preferred browser
 - Speakers and a microphone – built-in or USB plug-in or wireless Bluetooth
 - Supported Devices: Desktop web, iOS app, Android app, mobile web: **We strongly recommend desktop web and native mobile apps for the best experience!**
 - A webcam or HD webcam - built-in or USB plug-in
 - Make a plan: test your device and internet you plan to use on the day of the event with Handshake virtual fair technology to confirm your audio and video work
- Need a quiet space for networking? Reserve a room at the Pomerantz Career Center by calling 319-335-1023 – limited space available

Day of the Event

- To access your virtual fair/event, log-in to Handshake, navigate to your registered fair and click on your schedule to connect with your scheduled employer(s) sessions
- Arrive five minutes early to your sessions
- Have a pen/paper available during the event to take notes & [have questions ready to ask](#)
- Dress business casual: wear a dressy top or collared shirt to present yourself well on camera. If you are in need of free business casual attire, please visit the Clothing Closet at Iowa
- A student help room is available during the event via Zoom for help with any questions

After the Event

- [Sustain and build momentum with your new connections](#)
- Send a follow-up [email to the employers you spoke with](#) or Handshake message thanking them for the opportunity
- [Connect with an employer representative on LinkedIn](#)
- [Continue to search and apply for jobs and internships in Handshake](#)
- [Schedule an appointment](#) and talk with a career advisor about any aspects of your search (application, interviewing, negotiation, etc.)

LEARN MORE

✉ careercenter@uiowa.edu → careers.uiowa.edu

☎ 319-335-1023

📍 100 Pomerantz Center, Suite C310, Iowa City, IA 52242

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Individuals with disabilities are encouraged to attend all University of Iowa events. If you are a person with a disability and require an accommodation in order to participate in this event, please contact the Pomerantz Career Center, (319) 335-1023.