

# 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](mailto:careercenter@uiowa.edu) → [careers.uiowa.edu](https://careers.uiowa.edu)

☎ 319-335-1023

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📱 UICareerCenter 🐦 uicareercenter 📷 @uicareercenter

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.