

Tips for Attending a Virtual Fair

Students must register on Handshake for the fair of interest prior to registering for the group or 1:1 sessions. Log-in to your Handshake account and make sure your information is updated and upload your resume. All students have a Handshake account created for them with their @student.bridgew.edu email as their username and the corresponding password. Some additional resources to help you with the fairs are below:

Virtual Fair Information for Students

Pre-Event Information:

- How to [videos](#) and [guides](#) to help update your Handshake profile and upload your resume
- Test out your software before the fairs using Twilio: <https://networktest.twilio.com/>
- [Resume Guide](#) to learn how to update your resume
- [How to Work a Job Fair](#) guide goes over tips to prepare for the event
- Professional attire is still required! For tips, view the videos at the bottom of the page
- [Handshake's Top 10 Tips for Virtual Fair Success](#)
- [Business Etiquette Tips](#)
- [Suggest an Employer](#)

Event Registration:

- First, you must register for the event. Review the article on [registering and signing-up for sessions](#) as well as the [video on registering](#).
- Career Fair Details tab allows you to see the list of employers, positions they are recruiting for and majors sought. Available Sessions tab is where you go to sign-up for times with employers.
- Group and one-on-one sessions have capacity limits, so register in advance and early!
- Organizations can be added up until the day of the event, so be sure to check back regularly.
- You can register for sessions the day of if there is still space available and if the start time has not passed.
- Upload your resume onto Handshake and complete your profile so that employers can access it before, during and after your one-on-one meetings with them. Otherwise, be sure to get their contact information to forward afterwards.

Test the System Before the Event and Troubleshooting:

- Run Twilio's system test at: <https://networktest.twilio.com/>.
- Use browsers such as Chrome or Firefox; it will not work on Internet Explorer and is problematic on Safari.
- Requirements: Strong Internet Connection, Speakers and Microphone, Webcam/HD Webcam, Desktop Web Browser (Chrome or Firefox). iOS app, Android app and Mobile web is supported but is not recommended for full use.
- Accessibility Information: <https://support.joinhandshake.com/hc/en-us/articles/360049932314>.
- Check Handshake's article on system [Requirements and Troubleshooting](#)
- [Day of the event problems can be reported](#) by clicking on the "Settings" button in the video chat and click on "Report a Problem". Handshake staff is monitoring this during all career fairs.

Virtual Fair FAQ's:

- How do I access the sessions?
 - *All sessions you scheduled yourself for will be stored in "Your Sessions" tab on the event page.*

- *There will be a “Launch Video” button next to each registered session. You can join 5 minutes prior if the employer has started the session. The button will be grey and go purple when live.*
- *Refer to this article for step by step information on accessing sessions:
<https://support.joinhandshake.com/hc/en-us/articles/360051402854>*
- *Can I sign-up for a session the day of the event?*
 - *Yes, you can up to the last minute before it starts. Once the session starts you will not be able to register and must take the next available session.*
- *How can I share my resume?*
 - *There is not currently an upload in video call feature, but if your resume is uploaded to your Handshake profile, employers can access it before, during and after your one-on-one session with them. If you do not do so, be sure to ask for their contact information.*
- *What if I have a problem connecting or using the system?*
 - *Check Handshake’s article on system [Requirements and Troubleshooting](#)*
 - *[Day of the event problems can be reported](#) by clicking on the “Settings” button in the video chat and click on “Report a Problem”. Handshake staff is monitoring this during all career fairs.*
 - *There is text based chat in the video rooms in case you experience any issues with audio/visual*
 - *Visit the Bridgewater State University Group Chats where staff members are available to answer questions that you have.*
- *What do I do after the event?*
 - *Refer to our [“How to Work a Job Fair”](#) guide above. But you should have obtained contact information and asked about next steps and how to get hired. Send a thank you email to all the employers you met with expressing your interest in their roles.*