



## TIPS FOR A SUCCESSFUL CAREER EXPO: CANDIDATE EDITION

CAREER EXPO DATES: OCTOBER 8 & 9, 12:00-2:30PM ET

### PRIOR TO OCTOBER 8

- Ensure your profile and CV are complete on our [GradLeaders Jobs Board](#). Corporate partners are using this now to search for candidates and to set up interviews.
- Research our [Corporate Partners](#) so you can be prepared with insightful questions when meeting them – either at the Expo or in other sessions, receptions, etc.
- Log into our [Virtual Community](#) and make sure you are comfortable navigating through.
- Make sure you've downloaded Zoom on your device.

### HOW DOES THE CAREER EXPO WORK?

- The Expo will take place in Zoom rooms run through our virtual platform, Pathable.
- Once the Career Expo opens, you'll be able to access booths either through "EXHIBITORS" or "SPONSORS" in our main menu. The only difference is that under Exhibitors, companies are listed alphabetically, and under Sponsors, companies are listed by partnership level.
- Once you land on a company's booth home page, you have a few options:
  - "WANT TO MEET" adds that company to your personal checklist that only you can see, it's a way to keep track of who you want to meet. You can manage your list under "EDIT MY PROFILE".
  - "REQUEST INFO" will send your profile details to the company's lead list. They can download that at any time to review and reach out to candidates for follow up.
  - "ENTER VIRTUAL TRADESHOW BOOTH" will get you into the company's booth. Once you click this, a Zoom meeting will open. Companies may have different booth formats, but we expect many will have a greeter in the main room who will speak with you briefly and then send you into the most relevant breakout room to speak with a company rep.
- Note that companies who have high volumes of candidates may add a waiting room to their booth, in which case when you hit "ENTER VIRTUAL TRADESHOW BOOTH" you'll enter the waiting room. Company reps can send you messages to give you a sense of wait time, but you will not be able to respond.

### WE ARE EXPECTING VERY HIGH TRAFFIC AT THE EXPO!

- Beat the crowds by visiting booths from Z to A, or start mid-alphabet.
- You may only get a short time to converse with company reps, so be concise with your communication.
- In the event you do have more time to speak with a rep, have your CV ready to share on screen.
- Plan to attend panels, workshops, drop-in sessions and receptions – these are great opportunities to interact with company reps in a smaller venue.
- Most sessions will have either smaller breakouts or an extended Q&A – prepare thoughtful questions that will set you apart from other attendees.

**AUTHORIZATION TO WORK IN THE US:** To avoid lost time and frustration for you and corporate partners, we have recommended they place a statement on their booth home page as to whether or not they're considering candidates who currently do not have authorization to work in the United States.

**DRESS CODE** is business casual.



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