

# Virtual Platform Information Sheet

University of Manitoba Career Services and the Asper School of Business Career Development Centre is partnering with CareerEco to host the 2021 January Career Fair! This online interactive virtual recruiting platform will allow you to connect with students and alumni from the University of Manitoba to increase your brand awareness and meet your recruitment needs!

## Site Features:

- ▶ Customized profile page, which showcases information about your business, such as organization descriptions, videos, pictures, PDF links, and social media links.
- ▶ Group and in-person chats, online presentations (both live and recorded).
- ▶ Job board for job postings and receiving resumes plus a resume key word search tool.
- ▶ Customizable attendee registration form including contact information, resume/cover letter, and portfolio uploads.
- ▶ Event reporting includes chat activity and filtered reporting of candidate's contact information as well as an export feature to batch resumes into PDF reports.

## Training and Technical Support:

- ▶ Training and web-based tutorial will be provided to exhibitor representatives and fair participants
- ▶ Technical support is also available pre and post event. Communication to exhibitors and attendees will include best practice information and event reminders.
- ▶ Ongoing event monitoring, event day technical support, and phone/email accessibility to a client services team regarding event specific questions.
- ▶ Note: Multi-media options are compatible with either Google Chrome or Firefox browsers.

## Student Engagement Features:

- ▶ Group Sessions: Attendees communicate questions/comments in a group chat format which is visible to chat room attendees.
- ▶ Private Sessions: Attendees communicate in private chat windows for more personalized interaction.
- ▶ Video Chat Sessions: Utilizes the same chat platform and no special equipment is required, only built-in or attachable cameras are needed (broadcast to room & one-to-one video chat available).
- ▶ Screen share presentation capability to conduct online presentations to the chat visitors.
- ▶ A transcript of the chat sessions and chat room attendance reports are available to organization during/after the event.
- ▶ Organization representatives can have multiple chats, both private and public simultaneously; organization is provided with unlimited number of user logins