

BEFORE EVENT

- Update your profile and upload your resume
- Practice your introduction
- Research organizations and 'Express Interest'
- Review available jobs on the 'Job Board' tab
- Prepare questions for organizations
- View organization chat schedules
- Check the 'Messages' tab for emails from organizations



DURING EVENT

- Use the main chat room to ask general questions about organizations
- Dress professionally because organizations may request a private video chat
- If invited to a private chat, select representative's name to enter private chat
- Initiate a private chat with a representative by clicking  next to their name and selecting 'Invite to Private Chat'
- Download any 'Files' organizations have uploaded
- Capture screen shots of the chats for later reference

AFTER EVENT

- Follow up with any organization representatives with whom you interacted
- You are able to view organizations' profiles and job postings after the event, even if you did not visit their chat room on event day
- Organizations will have access to your uploaded documents and may contact you post event

ADDITIONAL RESOURCES

[FAQs](#) • [Virtual Event Tutorial PDF / Video](#)