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- Review information carefully regarding registration, format, preparation suggestions and guidelines
- Review the companies attending the fair
- Think about relevant questions you will want to ask
- Finalize your resume and have a polished resume ready to submit online
- Practice your 30-second commercial
- Check your battery, internet connection, and video/audio tools

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- position or organization
- Sit up straight, smile, express enthusiasm in your tone of voice
- Thank the recruiter and share the most interesting aspects of their employment opportunity
- Get their virtual business card or email

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- Review the information you gathered and make additional notes
- Send a thank you note within 24 hours to the jobs you are interested in
- Stay in touch with the employers that interest you most
- Keep the lines of communication by sending follow-up inquiries

researching employers