STUDENTS TECHNICAL GUIDE TO HANDSHAKE’S VIRTUAL CAREER FAIRS

Before the Fair:

Register

- Register for fairs on Handshake through a browser or the Handshake app. This is no different that registering for an in-person fair.

Select your Sessions

- The first major difference is the need to sign up for unique sessions with employers. These can either be one on one with a recruiter or a group presentation/information session. (Group presentations maybe hosted on a third-party platform. If you encounter issues with these sessions, you will need to contact the employer.)
- You’ll need to locate the employers who are attending the fair that you’d like to connect with first. On their page there will be sessions denoted as either 1-on-1s or group sessions.
- Click on the session you’d like to attend and complete the process. (For group sessions, your profile will need to be set to Community level privacy. This can be found under your “Settings & Privacy” page. You will also be prompted to change your settings if necessary.)
- If it’s a 1-on-1 session, you may be able to choose from multiple recruiters that you can meet with.
Test Your Technology!

- Test whatever device you will be using on the day of the fair
- If using a browser, Google Chrome and Firefox work best. If at all possible, use either of these browsers. Safari may block the sound and Internet Explorer has almost no functionality. Early tests with Microsoft Edge suggest it may work fine.
- Test your connections and internet strength [here](#).
- Do a test Zoom call or other AV call to make sure your camera and microphone are working properly.
- If you’re having trouble with any of these go to the troubleshooting section below.

During the Fair:

Join your Sessions

- Locate the fair in Handshake and then click on “Your Sessions”
• You can click the blue Launch Video button to launch the meeting. You can join up to 5 minutes early to test your audio/video. You will not interrupt another meeting.

SOURCE ARTICLE

Handshake Virtual Career Fair (Test 2)
Friday, July 24, 2020 11:00am - 3:00pm EDT

Available sessions  Your sessions  Career fair details

Friday Jul 24
11:00am - 1:30pm EDT
No sessions

Group Session • 11:30am - 12:00pm EDT
Edu - Internal Virtual Fairs Office Hours

How to stand out at a virtual career fair
Show up on time
Make a great first impression with employers by entering the video session promptly at the set start time.

Plan your location
Find a quiet spot with a plain background for your sessions. Limit potential distractions for you and the employers.

SOURCE ARTICLE

Report an Issue or User

• Report Issue: In the bottom right of the video call, click on the blue Settings button, then the Report a Problem button. This will create a ticket with Handshake and the system will walk you through the remaining steps.

• Report a User (Including host): Right click on their name in the participants list on the right side and click Report. If you’re reporting another user, the host will be notified, and the host will have the option to remove the user. The user won’t know you reported them.
General Troubleshooting:

- Refresh the page, or close out of the browser and restart it
- Try a different browser (Chrome and Firefox are the best options)
- Restart your device
- Make sure your browser is set to have access to your microphone and camera
- Make sure your speakers are on, or your headset is fully plugged in
- Move closer to your router, or connect via Ethernet if you are having connection issues or laggy video/audio
- Close other windows, tabs and programs
- If using Microsoft 10 there are separate steps to enable microphone and camera sharing (follow them [here](#) under Microsoft 10 troubleshooting)