

HOW TO NAVIGATE A VIRTUAL CAREER FAIR

Tip 1: Use a Stable Device

Consider using a laptop or desktop that is resting on a desk or table. This ensures that your screen does not move while you are talking to the employer. If you decide to use your mobile device, find a way to prop it up so you don't need to hold it. Whatever device you choose to use, make sure the camera works, and that you are either plugged in or are fully charged, with several hours of battery life.

Tip 2: Check Your Wi-Fi or Internet Connection

For the best experience at the fair, you will need a steady and reliable Wi-Fi or internet connection with download and upload speeds of at least 2 Mbps to support video chats. Wired internet connections are often more stable and reliable than wireless.

Tip 3: Inspect Your Background and Lighting

If you plan to video chat with an employer, remember to quickly scan your surroundings to make sure that things are orderly. Also consider finding a quiet place where you can concentrate and not be disturbed by roommates, family members, or pets.

Lighting is also an important consideration. If there is a bright light behind you, your face will not show up well on camera. Try to have some light on you, so that the employer can see you when you are talking.

Tip 4: Dress Professionally

Dress as if you were attending an interview or at least business casual. From a video perspective, it is good to wear solid colors, avoiding clothes with lots of patterns, stripes or plaids.

Tip 5: Turn Notifications Off

To avoid being distracted, consider turning off notifications for social media, news, and other applications.

Tip 6: Have Your Resume on Hand

While you may have already uploaded your resume for employers to see, you should have a copy of your resume nearby. An employer may start your video chat by asking you something specific on your resume. Video chats are short and timed, so you want to make the most of every minute you have with an employer.

Tip 7: Pick Your Chat Strategy: Group vs. 1-on-1

Group video chats are a great way to learn about a company, ask general questions, and hear the responses to other students' inquiries. If you have found an employer you are interested in, then a 1-on-1 video chat is the better way to see if there are opportunities for and to advance to the next stage of the hiring process.

Tip 8: Research and Plan Ahead of Time

Similar to in-person career fairs, you can get more out of the experience if you have researched in advance the employers who will be in attendance, their profiles, and jobs that they are offering. Use that research to create a prioritized list of companies with whom you would like to speak, so you know exactly which employer lines to get into when the virtual career fair opens.

Tip 9: Arrive on Time

Similar to an in-person fair, it's best to arrive on time to be the first in line. Unlike a physical fair, you can stand in multiple lines at once, so arriving when the fair starts means you will get top spots for the employers on your prioritized list.

Tip 10: Take Notes

When you have finished a video chat with an employer, make sure to take notes. You may talk to many companies over the course of the fair, and you will want to remember specific information about each employer for follow up after the fair.

Tip 11: Apply to Jobs

If you enjoyed your video chat with an employer, then check out the company's job postings. Go ahead and show your enthusiasm by applying to the jobs immediately after the fair.

Tip 12: Send Thank You Notes

After the fair is over, you can retrieve the names of company representatives, emails, and notes that you have taken. Use this information to send thank you notes to the representatives, expressing your interest and gratitude for taking the time to video chat with you. Making this extra effort can help the representatives remember you in a positive light.