

## *Tips to Maximize your Day*

The Virtual Career Fair is designed to get you closer to your next professional adventure. Meet with companies and recruiters who are hiring now, and take advantage of invaluable advice for navigating the workplace today.

### EXPERT TIP

### HERE'S HOW

#1

#### Promote Yourself

Set up your profile with as much detail as possible. Complete every field to maximize your experience and make it easier for companies to find you.

- First time logging in, enter your email address and password "calwomen23" to access profile setup.
- Click the person icon in the top right corner to make profile edits anytime.

#2

#### Chat with Recruiters

The Career Hub is filled with employers who are hiring right now and excited to meet qualified candidates like you. Conversation is made easy using the text chat feature in each booth. You can even ask employers to initiate a 1:1 video chat with you instead, or schedule one for another day.

- From within any booth, hover over the avatars or click in the chat box to talk with recruiters.
- Or - click "Schedule" to set a 1:1 video meeting.  
\*\*NOTE: meetings may be scheduled starting at 10am PT.\*\*
- Scheduled meetings will show up in your agenda
- Ask specific questions in order to receive the most helpful responses.

#3

#### Seek Out Expert Advice

Throughout the event, the Learning Stage within the Career Hub offers live and on-demand resources, tools and advice to help enhance your skills and maximize your job search. Plus, check out hiring employer booths and the Conference's own Career Hub link for even more in-depth content including tips, ideas, and perspectives.

- Spend your free time exploring all that the Fair has to offer!
- Click on Learning Stage from the navigation bar or from within the lobby.
- Click on "Enter" from the lobby to explore the employer booths and the Conferences for Women Career Hub link.

**ASK the  
RECRUITER**  
LIVE @ 11:30am PT!

JOURNALIST CELESTE HEADLEE AND KATHY LARSON FROM BRISTOL MYERS SQUIBB WILL ANSWER YOUR QUESTIONS LIVE!

#4

#### Follow Up

If you don't get the chance to meet with a specific employer today, you can always browse and apply for job openings on our website after the event.

- Visit our website at:  
**[caconferenceforwomen.org/job-opportunities](https://caconferenceforwomen.org/job-opportunities)**

#### SUPPORT:

The Help Desk is open from 11am - 2pm PT – just click the icon on the navigation bar on the bottom left of your screen, or the "?" icon in the top left from anywhere within the environment.  
Or email: **[careerfair@conferenceforwomen.org](mailto:careerfair@conferenceforwomen.org)** throughout the day.

Visit our Career Hub for year-round resources, tips, and ideas to continue your learning.

**[www.conferencesforwomen.org/career-hub/](https://www.conferencesforwomen.org/career-hub/)**

**#CalWomen**