

# CBE CAREER FAIR



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## HANDSHAKE VIRTUAL CAREER FAIR: STUDENT FAQ

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## 1. WHAT IS THE DIFFERENCE BETWEEN A GROUP SESSION AND A 1:1 SESSION?

**Group sessions** are primarily for employers to share more about their organizations with students. There is usually a Q&A portion where you can ask the employer a question. **One-on-one** sessions are 10 minute conversations between you and an employer to discuss your background and experience, as well as current job and internship opportunities.

## 2. DO I NEED TO SIGN UP FOR SESSIONS BEFORE THE VIRTUAL CAREER FAIR STARTS?

Yes! You should start signing up for sessions once you've registered for the fair. One of the biggest benefits of attending a virtual career fair is that you can **secure your spot** with the employers you want to meet. So it's important to go through the fair schedule and **sign up early** for the sessions you want.

## 3. I DON'T SEE ANY AVAILABLE SESSIONS WITH EMPLOYERS I'M INTERESTED IN. WHAT DO I DO?

If you don't see available sessions, it may mean that the employer is in the process of setting up their sessions, or their current sessions are full. Be sure to **check back** on the fair schedule in the days and hours leading up to the fair to view newly added sessions. It also may indicate that your information in your Handshake profile does not qualify you for a one-on-one session. Make sure these fields are filled out in your **Handshake profile**: major, school year, graduation date, GPA, and work authorization.

We also suggest **having an open mind** when deciding which employers to meet during virtual career fairs. Instead of focusing on the brand names you know, go through the full list of employers who are attending and view their Handshake pages to learn more. You may find a great match for you in an unlikely place.

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## 4. DO I NEED TO BE ON VIDEO?

Having your **video on during sessions is optional**. You may also communicate with employers through **audio or chat** features. With video on, **make sure you are fully clothed** and have let anyone you live with know you'll be on video. Just to spare anyone any embarrassment...

For **one-on-one sessions**, we recommend turning your video on to help employers make a strong connection with you. For **group sessions** with more than 15 attendees, student video will not be enabled unless you are asking a question with the **"raise hand"** feature, at which point your video will turn on.

## 5. WHAT SHOULD I WEAR IF I'M ON VIDEO?

You definitely want to dress to impress during virtual career fairs. But you don't have to have the full head-to-toe ensemble (though definitely be fully clothed!)

You'll want to **look professional** up top—that could mean wearing a collared shirt, dressy sweater, or similar top. Choose whatever makes you **feel your best**.

## 6. HOW DO I SHARE MY RESUME WITH EMPLOYERS?

The easiest way to share your resume with employers is to **upload it to your Handshake profile** and make it **visible**. If you already have a resume, be sure to mark it as visible so that employers can view it. After you attend a virtual career fair, employers will have access to your resume when they download a list of participants from their sessions.

Learn more about document visibility in this [Handshake Help Center](#) article. For more information on uploading your resume, watch [How to Upload a Document](#).

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## 7. HOW SOON CAN I JOIN A SESSION?

You will be able to join a session **5 minutes before** the scheduled start time.

## 8. WHAT TYPES OF QUESTIONS SHOULD I ASK?

Virtual sessions are an opportunity for you to learn about employers and decide which are a good fit for you. Think about **what interests you most** about the employer you're meeting with. What do you want to **learn more about**? Is it company culture? Career growth opportunities? Make a list of your priorities and then fill in questions for each.

Take a bit of time to **research each employer** before your sessions. This will help you come up with a list of questions. It will also show the employer that you're informed and prepared—two qualities they like to see!

Check out their Handshake page for overview of the organization, student reviews, as well as open jobs and internships. Then head to their company website, and do a quick online search for recent news articles, press releases and other relevant information. This may help inspire your list of questions. You can find more tips for preparing questions and sample questions [here](#).

## 9. HOW SHOULD I INTRODUCE MYSELF DURING A 1:1?

The employers you meet during one-on-one sessions want to learn more about you and see if you're a good fit for their open jobs or internships. So it's important to **prepare a brief introduction** about yourself, including your background, studies, and career goals. **Practice** with a friend or family member ahead of the fair so you're ready. Find more tips for drafting your "elevator pitch" [here](#).

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## 10. CAN I DROP OUT OF GROUP SESSION EARLY OR SHOULD I WAIT FOR THEM TO END?

If you want to make a good impression with employers, you'll want to **stay for the entire session**. You wouldn't leave a one-on-one session early—so don't disappear from a group session either. Employers have busy schedules just like you, and they're taking valuable time to help you get to know their organization. Staying until the end of a session demonstrates that you're responsible and respectful of their time.

## 11. HOW DO I MANAGE BACK-TO-BACK SESSIONS?

There isn't a buffer built in between sessions. Employers will be dealing with this too, so just **communicate with them** that you'll need to leave right at the end of your session. We recommend keeping your phone or watch nearby to keep an eye on time.

## 12. IS THE 1:1 SESSION AN INFORMATIONAL INTERVIEW OR AN OFFICIAL INTERVIEW?

It's up to the employer! Some may have specific roles in mind when they chat with you while others may just be interested in getting to know you. Come prepared with your [elevator pitch](#) and [questions](#).

## 13. IS IT OKAY TO SIGN UP FOR MULTIPLE 1:1 SESSIONS WITH THE SAME EMPLOYER?

If it's a larger company with recruiters from multiple departments, and you have a genuine interest in the organization, feel free!

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## 14. HOW DO I ANSWER THE WORK AUTHORIZATION QUESTION IN MY HANDSHAKE PROFILE?

You have two options for filling out this section – either answer the two questions, OR select “Prefer not to answer these questions”. Here are some helpful details:

Question 1: “Are you legally authorized to work in the United States? Yes or No”  
US Citizens are legally authorized to work in the US. For non-US citizens, if you are able to obtain work authorization through Curricular Practical Training (CPT), Optional Practical Training (OPT), a work visa, etc. then you **ARE** legally authorized to work in US with the proper paperwork.

Question 2: “Will you now or in the future require visa sponsorship? Yes or No”  
US citizens do not require visa sponsorship. For non-US citizens, if you will require visa sponsorship once you are no longer on your student visa and/or OPT work authorization, you should answer ‘yes’.

“Prefer not to answer these questions”

If you are unsure of your status or work eligibility, we recommend selecting this option.

For more information about what this means in terms of job qualifications, please review [Handshake’s Work Authorization](#) help article.