

CHECKLIST

Prepare: Before the Fair



- Bookmark the fair in **handshake**
- Register for the fair on OR after February 15
- Make your target company list and prepare talking points
- Meet with a Career Ambassador to review your resume
- Upload your resume to the fair site and resume book.
- Schedule sessions with employers.

Take Action: Day of the Fair



- Get camera ready and limit any distractions
- Access your resume, company list, and talking points
- When in doubt, ask questions!

Following up: 24-48 hours after the Fair



- Review notes from your conversations
- Connect with company representatives on LinkedIn
- Write thank-you notes within 24 hours of your conversation (P.S. this can be done in Handshake!)

Check out the XPD Canvas Page & Website for more info!

XPD - Experience & Professional Development



EXPERIENCE HUB

Clemens Library (320) 363-5707

