

## SWE How to Navigate a Career Fair Takeaway Notes

### PREPARATION:

1. Know why you're going to the Career Fair (internship, job, etc.)
2. Get a list of the companies attending and hiring requirements from Career Link
3. Make your own list of companies YOU want to see at the career fair
4. Research your top companies via company websites and the Career Link
5. Review and print your resume on resume paper prior to the Career Fair
6. Practice your Elevator Pitch
7. Create a few questions you could ask company representatives
8. Bring a padfolio or a folder, notepad, and pen the day of, nothing else

### NAVIGATING THE CAREER FAIR:

1. Don't walk around with your friends (make your own positive impression!)
2. Don't come during the last half hour of the event
3. Survey the room beforehand and finalize your order of approaching companies
4. Make a good first impression with a good handshake, enthusiasm, confidence, and eye contact!
5. Be curious and personable
6. At the end, make sure to ask for some contact information and understand what the application process is from here
7. Make sure to leave with a firm handshake!

Walk away from the Career Fair with contact information of the recruiters you have met, notes about contacts you made, information about organizations you have contacted, a better sense of your career options, and self-confidence in interacting with employer representatives!