



## Before the Career Fair

**Register for an Account on Symplicity and Create Your Profile** (your name, degree, major and graduation year), upload your picture (the picture is optional) and make sure your technology is compatible with *Symplicity*. Use a laptop, not your phone. Become familiar with the platform and read the *Symplicity Career Fair Instructions for Students* posted on MacEwanLife.

**Develop an Elevator Pitch** - an introduction to you, your career interests, and what you have to offer and are looking for. There are opportunities to do video chats as well as written chats with potential employers; have your elevator pitch ready for both. Keep it simple and short.

**Prepare Your Resume and Update your LinkedIn profile** to showcase your experience, skills, and education. You will have the opportunity to upload your resume and enter your LinkedIn URL onto the career fair platform. Make an appointment on [MacEwanLife](#) or come to one of our drop-in sessions (Mondays: 2-4 p.m.; Thursdays: 10-noon) to get help with these. Virtual, phone and in-person options are available. Links to join our drop-in sessions virtually can be found on our Careers and Experience website.

**Know the Employer:** Research the exhibitors listed on [MacEwanLife](#) ahead of time. Look at their websites to become familiar with their mission statement, their values and vision, products and services offered, and population served. Find out what job positions they are currently posting.

**Have a Game Plan:** Decide which representatives you want to meet with ahead of time and have questions prepared that you want to ask them such as what projects is your company currently working on? What qualifications does it look for?

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