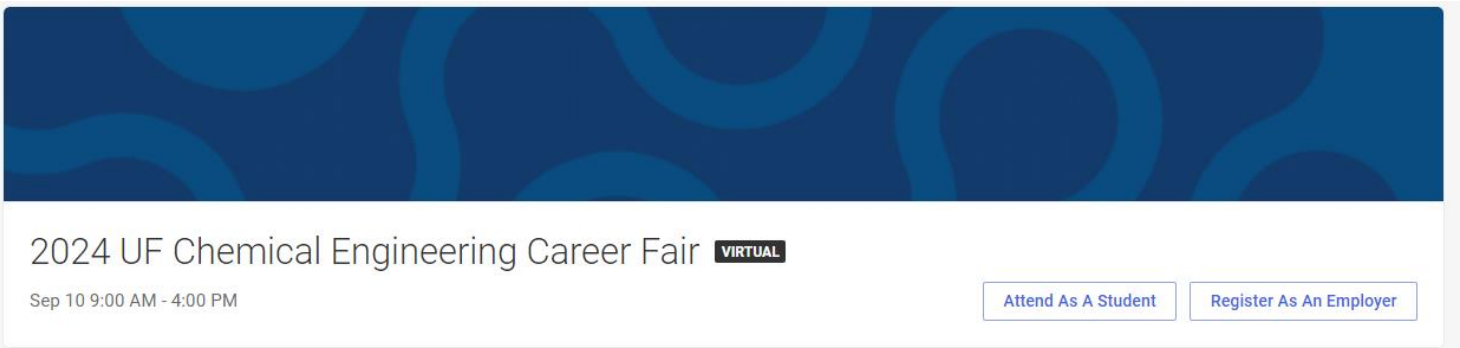


2024 Chemical Engineering Virtual Career Fair Day of the Fair - Students

1. Go to <https://ufi-csm.symlicity.com/events/ChemE2024> and log in with your credentials. (Or navigate to Gator Career Link and go to Events)
2. Once you have logged in, go to Events/Career Fairs/Fall Virtual Career Fair and click Attend



3. You will be prompted to complete or update your Chat Profile
4. Set your Status to **Online**
5. Upload your resume, if you have not already done so. This is the only way to pass a resume to an employer during the fair

Chat Profile ✕

Status

Online ▼


Resume*

My_default_resume ▼

[Add new](#)

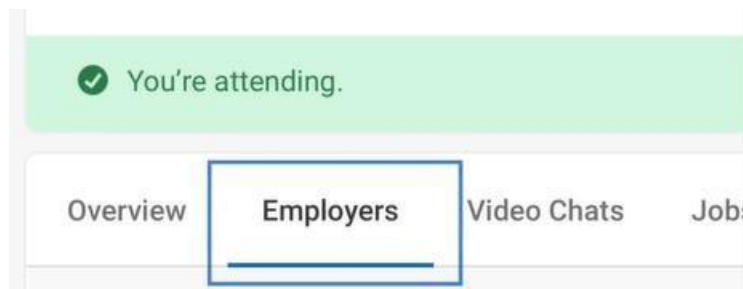
Profile

Employers will see this information when you attend this event. If you'd like to view/change this information, you may do so in your Account section.

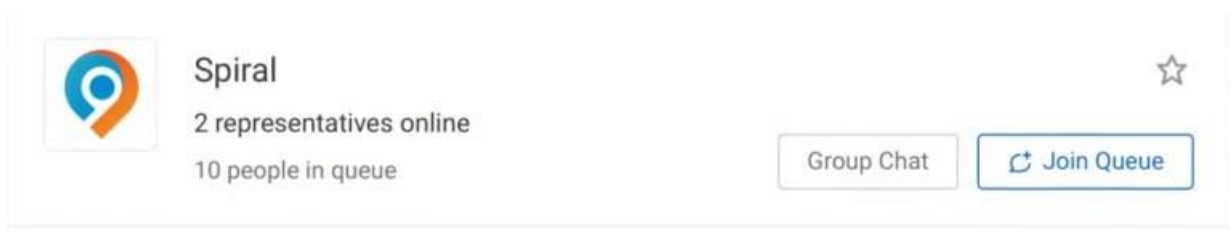


Maria Hills
Graduating in May 2021
Bachelor's - College of Engineering/Computer Engineering
Work authorization not selected

6. When the fair starts, go to the Employer tab and search and filter to find employers of interest



7. You can express interest in an employer by clicking on the star icon, which bring them to the top of your list. Employers can filter candidates using this expression of interest in the virtual career fair resume database
8. Click on the employer to view company profile and positions they are recruiting for
9. You can speak to employers in 1-on-1 video chats by clicking on Join Queue. The employers who you are waiting for will show up under Upcoming Chats along with estimated wait times



10. You can stand in multiple queues at once to maximize your number of video chats. Under Upcoming Chats, you can see how many total queues you are allowed to be in at one time
11. While you wait, you can join a group video chat with an employer by clicking on Group Chat. If you are in a group video chat, employers can still contact you for 1-on-1 video chats
12. If you are waiting in employer queues, **make sure to stay within that virtual career fair**. If you navigate away to other pages within the site, you may miss invitations from employers to video chat
13. When it's your turn to video chat with an employer, you will see an alert pop up on the screen and hear a "ding" sound. (If using Safari, you will need to Allow Auto Play via Preferences/Websites/Allow Auto Play to hear the sound) Click on the alert to see instructions on how to video chat with the employer
14. Once you have started to video chat with an employer, watch the timer which will count down from the maximum time to zero.
15. When you are done with your video chat, click End Chat, and you can write notes and use it for follow up after the fair.