



OYO¹: FAIR STRATEGY & FOLLOW UP

Stand out from the crowd.

Do's and Don'ts at the Career Fair

- Turn your phone off
- Avoid walking around in groups or with friends
- Get there early when recruiters are most fresh
- It's better to have meaningful conversations with 5-10 employers than cursory chats with many more
- While waiting for an employer, listen to what the employer is saying to people in front of you
- When it's your turn, be sensitive to others waiting behind you; don't monopolize the employer's time
- Approach the employer, shake hands, smile and introduce yourself; remember to have eye contact
- Before you leave the employer ask what's the next step in their process and ask for a business card
- Be ready to hand out your resume and don't be surprised if employer does not collect paper resumes and refers you instead to their recruiting website



After the Fair

Organize your notes

- Use the notecards you created before the fair; reflect on your conversations and make notes during breaks and after the fair
- Organize them into next steps and key takeaways

Write thank you notes


- Begin by helping them remember you by mentioning a connection or your discussion; refer to the specific career fair and date in your thank you
- Use the next steps and key takeaways
- You may want to attach your resume (or link them to your Handshake profile/resume)
- Send a customized LinkedIn request to employers with whom you spoke

Apply to openings

- Use Handshake to view job openings related to employers you met
- If the employer told you to apply for a specific job, do it right away and then send a follow-up email to say you did
- Check to see if your employer is having on-site interviews

¹ On-your-own "OYO" resources help you begin to find answers to your questions now.

For more information or other career-related questions, contact our **CICS Careers** team.

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