



## Tips for Students

Being prepared is the best way to increase your confidence and success at Career Fairs! Start preparing today for a successful experience at the Career Fair. In addition to these tips, make sure to attend the workshops on “How to Prepare for the Career Fair”; visit the Career Fair webpage and meet with your Career Coordinator.

### Research Companies

Create a personalized list of companies that are specifically recruiting your major and the type of position you are looking for (internship or full-time). This will allow you to plan and research the companies you’d like to visit at the Career Fair. For a list of organizations attending the Career Fair:

- Log into your ISU CMS account.
- Click on the quick link for Career Fair Participants.
- Use the advanced search to find companies of interest to you.
- Click on the company name to see a company overview.

### Prepare Your Elevator Speech

Engaging employers at the Career Fair makes a positive impression. Practice how you introduce yourself with a firm handshake and follow these tips:

- “Hello, my name is \_\_\_\_\_ and I am graduating from ISU in \_\_\_\_\_ with a degree in \_\_\_\_\_.”

*Prepare questions to ask the recruiters:*

- “What happens to my resume after I click send?”
- “Is there any way I can stand out in your online system?”
- “What skills does your company value the most?”
- “Which areas have current (or future) openings?”

### Prepare Your Resume

- Visit your Career Services website to review the Resume Guide and various resume samples.
- Attend a “Building the Perfect Resume” workshop.
- Have your resume reviewed by your Career Coordinator.

### Dress Professionally

Professional and conservative is the safest plan. Your professional wardrobe should consist of the basics:

- A solid color, conservative suit with coordinated shirt, tie for males, and coordinating shoes.
- Be sure to have clean nails.
- Wear minimal jewelry, perfume/cologne and makeup.
- No gum!

### Follow-up

- Ask for the employer’s business card and inquire as to how you should best follow-up with him or her.
- If you have received any special information or attention, send a thank-you note.