What to Prepare for the Virtual Fair?

Before the Fair

1. Register at Career Fair Website: campusrecruitment.cedars.hku.hk.

2. Research on the exhibitors before the fair. You can view profiles and job openings of each exhibitor, as well as visit the organisation’s own website to find out more about them. You can then decide which exhibitors you particularly want to talk to, and you will be able to ask more informed questions.

3. Try to prepare some questions in advance and think about the main points that you would want an organisation to know about you – it can help you feel more confident.

4. Create your CV to highlight the skills you possess that meet the job requirements and upload to the website.

5. Have a device and a neat camera background ready for the day of the fair.

6. Practice your pitch (remember this is just like an on-site fair).

7. Read the User Guide to get familiar with the Virtual Career Fair platform.

At the Fair

1. Dress-up. You never know, maybe a recruiter wants to initiate a video chat or interview and you should be ready.

2. Although you can connect from anywhere, don’t forget to be in a distraction-free environment, you must make the most of time you have.

3. Use clear communication, make the employers see you are professional.

4. Slay classy. Remember you are talking with recruiters, sometimes with an online environment you might forget and you think you are talking to a friend. Don’t use slang language.

5. Take notes. This might seem obvious at first but many people forget and it is important to take great amounts of notes.

6. Thank each person you spoke with for his / her time. Ask for contact information to keep in touch when the communication ends.

7. Apply to all the job openings that you are interested.

8. Attend the online industry talks and career preparation seminars.

9. Remember, do your homework and target your visit. Collect as much company information as possible. These will become useful tools when you have an interview with your target company.
After the Fair

If you have got the contacts, write a thank you note to the recruiter afterwards, thanking them for their time and consideration, or noting on it anything that it would be useful to remember. For example: Have they suggested you to email them with further questions? Did they give you advice on their recruitment process?

Other hints and tips

- Remember that many of the opportunities are available to students of any discipline.
- Staff on the exhibitor booths are often relatively recent graduates who can tell you what it is really like to work in their organisation.
- If you feel overwhelmed, and don’t know what to do or where to start, you can visit the Careers and Placement booth for assistance.