

Candidate Tutorial

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SAMPLE VIRTUAL EVENT

July 6, 2021

 Tweet Share 0 Share

An easy and efficient way for candidates and organizations to meet online

Registration
Register Now!**Organizations**
Learn More**Students/Alumni**
Learn More**EVENT HOURS**

9 AM - 7 PM Eastern

Event Sponsor**Website Sponsor**

You may be required to answer event-specific questions or add your education details to complete your registration for some events.

QUESTIONS: 770-874-7807 or Events@CareerEco.com

LOG IN

Note: Use Chrome, Firefox, or Edge to log in to the event and use audio or video features.

Log in if you already have an account.

Email Address

Password

The Password field is required.

[Forgot your password?](#)

[Log In](#)

Create a New Account Now!

Register as an Individual

(Jobseekers, Students, Alumni, et al.)

Register as an Employer

(Recruiters, HR, Hiring Managers, et al.)

Register as an Academic Institution

(Admissions, Faculty, Advisors, et al.)

By creating an account, you agree to the ([Terms of Service](#))

TIP: When registering for a new CareerEco account, please note account type.

Be sure to register as an Individual.

HOPE

Welcome Back

[Hope Candidate](#)Baylor University
Bachelors Accounting
January 2021[Edit Profile](#)☐ Select if you are using a screen reader**TIP:** For all events:
Update your profile

My Events

Upcoming Events

Past Events

Job Board

Missing Resume

Urgent: Recruiters will be reviewing resumes so upload yours now![Upload Resume](#)**Note:** For career fairs only:
Uploading your resume is expected.If necessary, you may update your registration details [here](#) for Sample Virtual Event.**CAMERA & MICROPHONE:** Set up your devices before the event by clicking [HERE](#).

Sample Virtual Event

July 6, 2021

[View List of Participating Organizations](#)[EVENT DETAILS](#)[JOIN EVENT](#)

Click "Event Details" to review each Organization Profile, Express your Interest in specific organizations, and access the Event Schedule.

HOPE CANDIDATE

Candidate Profile

Note: Update profile details,
including important contact info

Hope Candidate
Baylor University
Bachelors Accounting
January 2021

Edit Profile

Personal Details

Education

Resume/Documents

Portfolio Samples

Email Preferences

Personal Information

[Change Password](#)

Save Details

Email Address

gocareereco+hope@gmail.com

First name

Hope

Middle Initial

Last name

Candidate

Primary Phone

716-860-8522

Secondary Phone

Languages

Address 1

Address 2

City

State/Province

Alaska

Zip

Country

United States

Countries of Permanent Residence

United States x

Time Zone

Select Your Time Zone

Upload samples from your
Portfolio (if applicable)

Portfolio samples can be any
file type up to 50 MB in size.

TIP: For Career Events:
Upload Resume and other
related documents and Add
LinkedIn URL

LinkedIn Url

VIRTUAL EVENT MESSAGING CENTER

[Hope Candidate](#)
 Baylor University
 Bachelors Accounting
 January 2021

[Edit Profile](#)
[Inbox](#)
[Sent](#)

Sample Organization	Open Positions	Jul 6 11:38 pm
Sample Organization	Open Positions	Jul 6 10:50 pm
Sample Organization	Event Open: Virtual Job Fair - Connect now with Recruiters	Jun 28 06:34 pm
	Today 1:00 PM -9:00 PM ET	Aug 14 10:36 am
		Aug 14 09:59 am
	es - Bristol, Johnson City & Kingsport	Aug 13 04:09 pm
Medicine		

Note: Click the Subject to review a message.

*Unread messages will appear in bold.

Organizations may send messages to your account.

The number of unread messages waiting for you will appear next to "Messages", so click to review.

You may have the option to reply directly to a message based on the settings chosen by the sender.

SAMPLE VIRTUAL EVENT

July 6, 2021

[Hope Candidate](#)

Baylor University
Bachelors Accounting
January 2021

Edit Profile

GET PREPARED

The screenshot shows the CareerEco Virtual Events interface. On the left, a banner features a smiling man with arms crossed, the text 'Virtual Global Events' with a leaf icon, and buttons for 'New Connections.' and 'Attend from Anywhere.'. Below the banner are three buttons: 'Join Event' (Join A Live Session), 'Event Details' (Learn More), and 'Schedule' (View Fair Schedule). On the right, the 'EVENT HOURS' are listed as '9 AM - 7 PM Eastern'. Below this, the 'Event Sponsor' is 'sample text' with a flame logo. The 'Website Sponsor' is 'COMPANY' with a leaf logo.

Review Organization Profiles and Express Interest in organizations. (see following slide)

Review Organizations' event hours since they typically vary.

SAMPLE VIRTUAL EVENT

July 6, 2021

Join Event

Join A Live Session

[Hope Candidate](#)

Baylor University
Bachelors Accounting
January 2021

Edit Profile

TIP: Use the search filters to find organizations that best fit your criteria.

Use the filters below to refine your search

Organization Name

Hide Filters

Select visa sponsorship...

Select Majors...

Select Degrees...

Select Positions...

Select Locations...

 Employers

 Chat Schedule

☐ Check the boxes below to let specific organizations know that you are interested in learning more!

Organization	Interest	Majors	Degrees	Positions	Locations
Example Organization	<input checked="" type="checkbox"/>	Computer Sciences (Show All)	Bachelors, Masters	Co-ops, Full-time	Nationwide, Virtual/Remote
Sample Employer	<input type="checkbox"/>	Health & Medicine (Show All)	PhD/Doctorate	Full-time, Internship	Outside US
Sample Organization	<input checked="" type="checkbox"/>	Business & Commerce (Show All)	Bachelors, MBA	Full-time, Internship	Nationwide, Virtual/Remote

Check the box under “Interest” (it will turn blue) to let organizations know you are interested in learning more.

Click an Organization’s name and review their profile before the event.

1 50 items per page

1 - 3 of 3 items

HOPE

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[Hope Candidate](#)
 Baylor University
 Bachelors Accounting
 January 2021

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☐ Select if you are using a screen reader

[My Events](#) [Upcoming Events](#) [Past Events](#) [Job Board](#)

 Missing Resume **Urgent:** Recruiters will be reviewing resumes so upload yours now!

[Upload Resume](#)

 If necessary, you may update your registration details [here](#) for Sample Virtual Event.

CAMERA & MICROPHONE: Set up your devices before the event by clicking [HERE](#).

Use the filters below to refine your search

Organization

Job Title

[Search](#)

Location

Skills

☐ Show positions posted by organizations in my events

Organization	Type	Title	Location	Details
Navy Engineering Logistics Office	Full-time	Contract Specialist	Washington, District of Columbia	Details
Murata Electronics	Full-time	Key Accounts Manager	Dallas , Texas	Details
Murata Electronics	Full-time	Key Accounts Manager	San Jose, California	Details
Murata Electronics	Full-time	Sales Planner	Irvine, California	Details

Review job listings and be informed about positions that interest you.

TIP: Formulate questions to ask about job postings in employer sessions.

Not all employers post positions in the Virtual Event System and may refer you to their website.

HOPE

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January 2021

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☐ Select if you are using a screen reader

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Missing Resume

Urgent: Recruiters will be reviewing resumes so upload yours now!

[Upload Resume](#)

If necessary, you may update your registration details [here](#) for Sample Virtual Event.

CAMERA & MICROPHONE: Set up your devices before the event by clicking [HERE](#).

TIP: Depending on the event, you may be able to join multiple rooms at the same time.



Sample Virtual Event

July 6, 2021

[View List of Participating Organizations](#)

EVENT DETAILS

JOIN EVENT

CareerEco
VIRTUAL EVENTS

Rooms

Search by Organization Name/Topic

Sample Virtual Event

Chat hours displayed in the fair's time zone: Eastern Time (US & Canada)

[Need Help?](#) [Chat Icon](#) [My Account](#) [Online](#)

[Details About Organizations](#)

Organization	Topic	Status	Times	<input type="checkbox"/> Show Closed Rooms
CareerEco Virtual Fairs	Ask questions about the Virtual Fair Platform	Offline	9:00 AM to 8:00 PM	JOIN ROOM
Example Organization	Full-time and Co-op Positions	Offline	No chat times posted for today	JOIN ROOM
Example Organization	Software Engineering Room	Offline	9:00 AM to 3:00 PM 4:00 PM to 8:00 PM	JOIN ROOM
Sample Employer	Open Positions	Offline	9:00 AM to 8:00 PM	JOIN ROOM
Sample Employer	Sales Opportunities	Offline	9:00 AM to 4:00 PM 6:00 PM to 8:00 PM	JOIN ROOM
Sample Organization	Computer Science Jobs	Moderator Online	9:00 AM to 8:00 PM	JOIN ROOM
Sample Organization	Connect with Current Employees	Moderator Online	9:00 AM to 8:00 PM	JOIN ROOM
Sample Organization	Presentation about our Organization	Moderator Online	9:00 AM to 8:00 PM	JOIN ROOM

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Rooms

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Main Chat Moderators

IT Recruiter - Bob S...

Main Chat Participants (2)

Hope Candidate

Jane C

Sample Organization

Main Chat Room

Organization: Sample OrganizationTopic: Computer Science Jobs

Thank you for joining our chat room to learn more about our Computer Science opportunities! Please watch brief video about the company: <https://www.youtube.com/watch?v=-JzgcGL7D-Q>

IT Recruiter - Bob Smith just entered the room

Jane C just entered the room

IT Recruiter - Bob...Hello

Hope CandidateI am interested in learning more about your opportunities.

12:07 AM


12:07 AM

Exit Room X

Organization Reps

TIP: Be Informed – Review Organization’s Profile and other Files.

Note: Messages typed here are visible to everyone in the Room.

Click the  icon to manage your sound settings. You may mute all sounds or vary the settings to alert you to room activity.

SEND

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Main Chat Moderators

IT Recruiter - Bob S...



Main Chat Participants (2)

Hope Candidate

Jane C

Sample Organization

Main Chat Room

Presentation Room

Organization: Sample Organization

Topic: Computer Science Jobs

Thank you for joining our chat room to learn more about our Computer Science opportunities! Please watch brief video about the company: <https://www.youtube.com/watch?v=-JzgcGL7D-Q>

IT Recruiter - Bob Smith just entered the room

Jane C just entered the room

IT Recruiter - Bob...
Hello

Hope Candidate
I am interested in learning more about your opportunities.


A presentation has been started. Click the Presentation Room button to participate! If you do not see the presentation room, please call 770-874-7807 or send an email to events@careereco.com

Exit Room

Click on the "Presentation" Tab to view the Rep's Screen.

Reps may share their screen and audio content to the entire Main Room.

Bob Smith



Reps may also broadcast video and/or audio content to the entire Main Room.

Type message to main room

SEND

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Main Chat Moderators

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IT Recruiter - Bob S...

Main Chat Participants (2)

Hope Candidate

Jane C

Organization: Sample Organization

Topic: Computer Science Jobs

Thank you for joining our chat room to learn more about our Computer Science opportunities! Please watch brief video about the company: <https://www.youtube.com/watch?v=-IzgcGL7D-Q>

IT Recruiter - Bob Smith just entered the room

Jane C just entered the room

IT Recruiter - Bob...

Hello

12:07 AM

Hope Candidate

I am interested in learning more about your opportunities.

12:07 AM

Private Chat

You have received a private message. Click the user's name to join the conversation!

IMPORTANT: A number next to an Organization Rep's name indicates the missed number of messages, so make sure to respond in a timely way.

If you are invited to a Private Chat, you will receive a notification.

Click on the Rep's name to accept and open the private chat window.

Type message to main room

SEND

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Sample Organization

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Main Chat Room

IT Recruiter - Bob...

Hope Candidate

IT Recruiter - Bob S...

↓

Hope Candidate

Jane C

Organization: Sample OrganizationTopic: Computer Science Jobs

Thank you for joining our chat room to learn more about our Computer Science opportunities! Please watch brief video about the company: <https://www.youtube.com/watch?v=-JzgcGL7D-Q>

IT Recruiter - Bob Smith just entered the room

Jane C just entered the room

IT Recruiter - Bob...Hello

Hope CandidateI am interested in learning more about your opportunities.

A presentation has been started. Click the Presentation Room button to participate! If you do not see the presentation room, please call 770-874-7807 or send an email to events@careereco.com

Type message to main room

SEND

Private Chat Room IT Recruiter - Bob Smith - Sample Organization

7/9/2021

IT Recruiter - Bob...Hi Hope

How are you?

The audio/video buttons are displayed only if an organization invites you to an audio or video chat privately.

Type private message to IT Recruiter - Bob Smith

SEND

Exit Room

After accepting a Private Chat, a new chat window opens.

Private chats are shown in between the light blue area of the chat and are ONLY visible to that Organization Rep.

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Main Chat Moderators

IT Recruiter - Bob S...

Main Chat Participants (2)

Hope Candidate

Jane C

Sample Organization

Main Chat Room

Thank you for joining!

IT Recruiter - Bob S...

Jane C just entered

IT Recruiter - Bob Smith from the Sample Organization room has invited you to a 1-on-1 meeting. Would you like to accept? **Important:** If you are currently in a private video/audio meeting with another rep, it will end immediately. Click OK to accept or Cancel to decline.

Cancel

OK

To participate in a private video/audio chat, the organization rep must invite you to enable your video/audio.

How to Use Video/Audio 1-on-1

Type message to main room

SEND

Private Chat Room IT Recruiter - Bob Smith - Sample Organization

Maximize View

Close

The audio/video buttons are displayed only if an organization invites you to an audio or video chat privately.

Note: After you are invited, click "Ok" to accept video/audio.

Type private message to IT Recruiter - Bob Smith

SEND

Need Help?

Chat Icons

My Account

Online

Exit Room

er Science Jobs

o about the company: <https://www.youtube.com/watch?v=-IzgcGL7D-Q>

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Main Chat Moderators

IT Recruiter - Bob S...

Main Chat Participants (2)


Main Chat Room

Organization: Sample Organization

Topic: Computer Science Jobs

Thank you for joining our virtual event!
IT Recruiter - Bob Smith
Jane C just entered the room.
IT Recruiter - Bob... Hello
Hope Candidate I am interested in learning more about the company.
A presentation has been shared.

Bob Smith



Watch a brief video about the company: <https://www.youtube.com/watch?v=JzgcGL7D-Q>

12:07 AM

Room, please call 770-874-7807 or send an email to events@careereco.com

12:07 AM

Type message to main room

SEND

Private Chat Room IT Recruiter - Bob Smith - Sample Organization

Chat with Video

Chat with Audio Only

Maximize View

Close

7/9/2021

IT Recruiter - Bob... Hi Hope

How are you?

The audio/video buttons are displayed only if an organization invites you to an audio or video chat privately.

Type private message to IT Recruiter - Bob Smith

SEND

How to Use Video/Audio 1-on-1

Note: Once you have accepted, "Chat with Video"/"Chat with Audio Only" buttons appear.

Click to begin sharing video with audio or audio only.

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Need Help?

Chat Icons

My Account

Online

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VIRTUAL EVENTS


Rooms

Sample Organization


Organization: Sample Organization

Topic: Computer Science Jobs

Bob Smith



Jane Candidate



com/watch?v=JzgcGL7D-Q

12:07 AM

12:07 AM

nts@careereco.com

Main Chat Participants (2)

Hope Candidate

Jane C

Type message to main room

SEND

Sample Organization

7/9/2021

Hi Hope

How are you?

The audio/video buttons are displayed only if an organization invites you to an audio or video chat privately.

End Video/Audio

Maximize View

Close

12:04 AM

12:04 AM

Type private message to IT Recruiter - Bob Smith

SEND

IMPORTANT: All audio/video features require you to use the latest version of Google Chrome, Firefox, or Edge as your browser.

Organization Rep's window for 1-on-1 video/audio appears.

Your window for 1-on-1 video/audio appears if you choose "Chat with Video" / "Chat with Audio Only".

Note: 1-on-1 Video/Audio will terminate immediately if you switch tabs or rooms.

TIP: Video/Broadcast windows may be resized and moved around the screen.

Click "End Video/Audio" to complete your 1-on-1 Video/Audio meeting.

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Candidate Tutorial

NEED ASSISTANCE?

770.874.7807

Events@CareerEco.com

