

# Checklist

## **Before the fair (optional but encouraged) –**

- Career planning session
- Research: What type of opportunities suit you?
- Research: What type of employer's suit you?
- Prepare: Resume
- Prepare: LinkedIn Profile
- Prepare: Your responses (Big Interview)

## **How to participate in the fair -**

- Website: [usq.edu.au/careerfair/be-prepared](http://usq.edu.au/careerfair/be-prepared)
- Video: Overview of the Career Fair portal
- Video: Exhibition Hall
- Video: Live chat
- Video: Conference Hall
- Website: What's relevant to you this week?

## **What to do at the fair -**

### *Exhibition Hall*

- Review Employer booths, their content and create shortlist
- Using your shortlist, look deeper into the organisation, their booths, resources and information

### *Live Chat*

- Set a reminder
- Prepare questions or answers to common questions
- Attend the webinar on Professional Communication & Networking
- Login and start chatting (from 10am – 1pm, 12 March)

### *Conference*

- Register for your sessions of interest