It’s important that you register for employer sessions in advance. You can only attend sessions you registered for. Registration closes when a session begins or reaches capacity. Students will be able to sign up for group sessions up until the start of the session. Below are steps on how to register for a virtual fair on Handshake:

1. Click on Career Center from the top menu bar in Handshake.
2. Scroll down and click on the name of the fair you’d like to register for, then click Register in the upper-right corner.
3. A popup will appear on your screen with information for you to review. Click Register on this popup when you’re ready to proceed.
4. Once you’re registered for the fair, you’ll be able to view and sign up for available employer sessions. Click the Available Sessions tab in the upper-left of the page, below the fair title and date/time.
5. When you locate an employer that you’d like to sign up for a session with, look for the session information to appear below the employer name and description.
   - Group sessions will have a custom title and indicate a length of 30 minutes.
   - 1:1 sessions are indicated by "One on One with EMPLOYER NAME"
6. Click on the name of the session you’d like to sign up for. Review the information, and if you’d like to proceed, click Confirm to sign up.

Some employers have set qualifications to define which students can register for their sessions. To ensure you qualify for employer sessions, make sure you have filled out the following fields on your profile:

- **School year, major and GPA**, which can be found on your profile
- **Work authorization status**, which can be found on the Privacy & Settings page

Here are some additional resources to help you prepare for the fair:

- Handshake's Guide to Attending a Virtual Fair
- Handshake’s Guide to Success at Virtual Career Fairs

Please feel free to email us at careers@scranton.edu or schedule an appointment through Handshake if you have any questions or need assistance.