

PURDUE & PENN STATE HANDSHAKE WORKAROUND for virtual BIG10 HIRING FAIRS

Hello Colleagues at Purdue & Penn State,

The Big Ten+ Academic Consortium invites all graduate students and postdocs to participate in the virtual **BIG10 Academia Hiring Fairs (both Faculty & Postdoc fairs)** and the **BIG10 Graduate Student & Postdoc Industry Recruitment Event (GSPiRE)** this fall. If you are interested in faculty positions, postdoc roles, or industry jobs, then follow these instructions to register for any or all of these career fairs!

Before you do anything else, **make sure to read the rest of this document completely before continuing.**

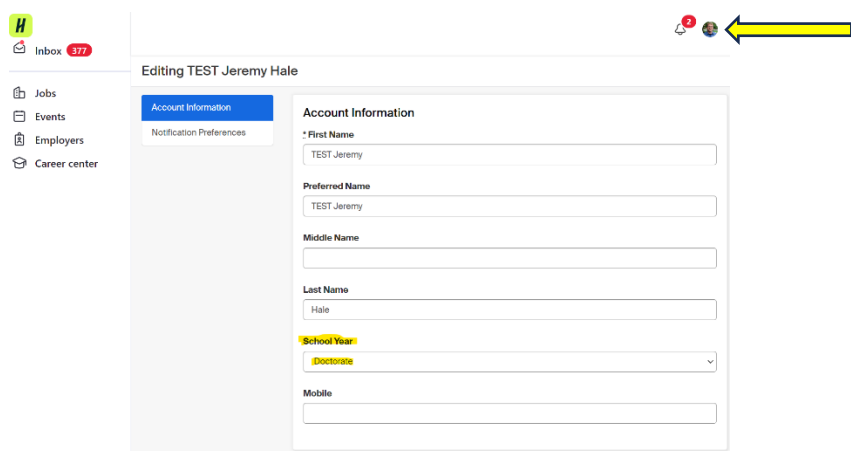
To start...open any of the 3 career fair registrations by clicking on a hyperlink below. Now, in a separate window, open the link below highlighted in green and labeled **“Resource for Students.”** The online instructions created by Handshake will walk you through how to set up your student Handshake account and how to register for any of the virtual career fairs.

- [**BIG10 Academia Postdoc Hiring Fair**](#)
Tuesday, October 21 | 12:00 – 3:00 PM ET
Open to: **PhD students and Postdocs only**
Explore: Postdoctoral positions nationwide
- [**BIG10 Academia Faculty Hiring Fair**](#)
Wednesday, October 22 | 12:00 – 4:00 PM ET
Open to: **PhD students and Postdocs only**
Explore: Faculty positions in all tracks
- [**BIG10 Graduate Student & Postdoc Industry Recruitment Event \(GSPiRE\)**](#)
Thursday, October 23 | 12:00 – 4:00 PM ET
Open to: **MS, PhD, and Postdoc students from all disciplines**
Explore: Internships and full-time careers in industry and government

Resource for Students

Before you try to register for the virtual BIG10 Fairs make sure to Add Your Education or Degrees on Handshake in the **“Settings”** menu under **“School Year”**, as the career fair is limited to MS/PhD/Postdocs level talent. If you do not add your highest degree or postdoctoral studies in the settings menu, then you will see a message that says, **“Not qualified to join.”** Add your degree and try again to register if you forget. **See picture below.**

Add degree on Handshake in the field “School Year” before you try to register:



Click your pic, select “Settings.” Add your current degree or training under “School Year.” Options are Masters, Doctoral, or Postdoctoral Studies.

If you are having any trouble, then please click on your picture in the upper righthand corner of Handshake and select “Help.” This will take you to Handshake’s Help Center page. Pull up the Chatbot in the lower right-hand corner, and then you should select “I’m a student or alumnus.” Type in “help” and submit, then scroll down and click “No” to the question, “Was this helpful?” Again, click “No” to the question. This will bring up a “Send a ticket” button. Click on it and you can now fill out the form to get help. You might add at the bottom of the “Description” that you are at “Purdue or Penn State and are having trouble with Samantha Wheeler’s “Career Fair Access Instructions” workaround for the virtual BIG10 Fairs.” Make sure to share the problem you are having and upload any screenshots to help them understand the issue. Finally, for the “Category” you should select Virtual Fair or Event Issues. They should reach out via email within 24 hours or less. **Plan ahead and have your registration done at least a week before the fair as you need to sign up for group and/or individual recruiter sessions to actually participate with companies or academics.**

(If your institution provides accommodation services for your students, then please include the text here or work with Sam Wheeler at swheeler@joinhandshake.com)