## 2016 Fall Engineering Career Fair Information

**September 20, 2016**  
**12:00 p.m. - 6:00 p.m.**  
**Hilton Coliseum & Scheman Building**

### Schedule

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>8:00am - 11:30am</td>
<td>Arrival and Set-Up</td>
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<tr>
<td>8:00am - 10:00am</td>
<td>Continental Breakfast (Main floor of Hilton &amp; 2nd floor of Scheman)</td>
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<tr>
<td>11:00am - 12:30pm</td>
<td>Lunch (Outside in South Courtyard of Scheman Building)</td>
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<tr>
<td>12:00pm - 6:00pm</td>
<td>Career Fair open to students</td>
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<tr>
<td>6:00pm - 7:00pm</td>
<td>Tear-Down and Social Hour (Beverages and appetizers at Johnny’s in the Hilton Coliseum. Relax with other recruiters, and engineering faculty and staff!)</td>
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### Career Fair Registration

Registration for the 2016 Fall Career Fair is facilitated through CyHire. Please access your account (or sign-up for one) at: [www.cyhire.iastate.edu/employers](http://www.cyhire.iastate.edu/employers).

### Booth Policy

An 8’ wide x 8’ deep booth with a 6’ draped table and electricity is provided with each registration. Each company may bring a **maximum of 5 representatives per booth** (A company may request up to 3 booths to accommodate recruiting needs.) Our fair historically brings 6000+ students so plan accordingly for heavy recruiting traffic.

### Shipping of Displays and Supplies

Please see the [Shipping Info](#) document for information on:

- Shipping materials to the career fair
- Shipping materials to another location after the career fair
- Pricing and shipping policies

Pre-shipped materials will be delivered to the designated booth location in the Hilton or the Scheman Building.

### Display and Supplies Drop-off

Fair Ambassadors will be available to assist with materials dropped-off on the morning of the fair. For booths in the Hilton Coliseum, please use the loading dock on the east side. For booths in the Scheman Building, please use the entrance on the north side of Scheman to unload your materials.

### Parking

Free parking is available at the Hilton Coliseum and Scheman Building.
Career Fair Student Ambassadors
Career Fair student ambassadors are available to assist employers throughout the day. These ambassadors will be identifiable by their cardinal colored shirts. Please do not hesitate to ask an ambassador if you need assistance with anything during the day.

Driving Instructions, Maps, Lodging, etc.
The Iowa State Engineering Career Fair is held in the largest venue on campus - the Hilton Coliseum/Scheman Building complex. Information about traveling to Ames, arranging lodging, and finding your way around the ISU campus can be found at the following websites.
Iowa State University Campus Maps: www.fpm.iastate.edu/maps
Ames Convention and Visitors Bureau: www.visitames.com

Professional Development at the Fair
The primary purpose of the career fair is to provide an opportunity for employers to connect with job seekers. However, the College of Engineering also recognizes the professional development skills students acquire while interacting with employers. As you engage with these students to identify future internship candidates, we ask that you also provide feedback that will help them develop their qualifications and networking skills.

On-Campus Engineering Interviews on September 21, 2016
On-campus interviews will be conducted at the Memorial Union on the day following the fair. Registering for the career fair does NOT guarantee you space for interviews. To reserve space for interviewing, you must log into CyHire, and click on the link 'Create New Schedule Request' under shortcuts. *Please select “College of Engineering Interview Rooms”. Due to limited available space, employers traveling to Iowa State from beyond a reasonable commuting distance will be given first access.

Also Attending Business, Industry, & Technology Career Fair?
If you are attending the Business, Industry, & Technology Career Fair on the following day and your booth is at another location, your materials will be moved for you. At the end of the Engineering Career Fair please pack up your display materials, mark them with the new booth number, and they will be waiting for you at the new booth location in the morning.

Latest Information
For the latest career fair and other information, be sure the check the Engineering Career Services website at www.engineering.iastate.edu/ecs.

If you have any questions, please contact our office.
We look forward to seeing you on campus.

Sincerely,

Engineering Career Services Staff
Iowa State University