FALL 2018 ENGINEERING CAREER FAIRS

September 18, 2018
12:00 pm - 5:00 pm
Scheman Building

September 25, 2018
12:00 pm - 5:00 pm
Hilton Coliseum & Scheman Building

Schedule

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
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<tbody>
<tr>
<td>8:00am - 11:00am</td>
<td>Arrival and Set-Up</td>
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<tr>
<td>11:00am - 12:30pm</td>
<td>Lunch</td>
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<tr>
<td>12:00pm - 5:00pm</td>
<td>Career Fair Open to Students</td>
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<tr>
<td>5:00pm - 6:30pm</td>
<td>Tear-Down and Social Hour</td>
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Booth Information:
An 8’ wide x 8’ deep booth with a 6’ draped table and two electrical outlets is provided with each registration. Please bring power strips if additional outlets are needed.

A maximum of 5 representatives are allowed per booth. Up to three booths may be requested when additional representatives are needed to accomplish hiring goals. Priority will be given to direct-hire employers.

Note: Space for on-campus interviewing is not automatically included with your career fair registration. See backside for more information.

Shipping and Management of Displays and Supplies

Shipping Information
If you will be shipping materials to or from the career fair, you will need to follow the shipping instructions that will be emailed to you in late August. Materials shipped to the fair will be delivered to your booth. Employers are responsible for packing their items and scheduling a carrier pick-up after the event. If needed, storage of materials may be available for employers attending both engineering fairs.

Display and Supplies Drop-off
Career Fair Student 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. Additionally, assistance will be available starting at 5:00pm to assist employers with load out.

Also Attending the Business, Industry, & Technology Fair or People to People Fair?
If you are attending one of the ISU fairs on the 26th and your booth is in a different 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. If you are staying in the same booth, you can simply leave your materials up at your booth.
Directions, Maps, and Area Information
The Iowa State Engineering Career Fair is held in Hilton Coliseum/Scheman Building complex. Information about traveling to Ames 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

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 or gold colored shirts. Please do not hesitate to ask an ambassador if you need assistance with anything during the day.

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 students, we ask that you also provide feedback and suggestions that will help them develop their qualifications and networking skills. Students will appreciate your help and this is likely to affect future recruiting success.

On-Campus Engineering Interviews: NOT Included with Career Fair Registration
To reserve space for interviewing, you must log into CyHire and click on the 'Create On-Campus Interview Schedule' link under shortcuts. Please select "College of Engineering Interview Rooms" as the location to check availability.

Interviews on the day after the career fair, will be conducted at the Scheman Building on September 19th and the Lied Recreation Center on the 26th. Registering for the career fair does NOT automatically guarantee you space for interviews the day after the fair. Due to limited available space, employers traveling 100 miles or more to Ames will be given first access to interview space on these days. Employers are encouraged to return later in the semester to use the private meeting rooms located in Marston Hall which are always free of charge.

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

If you have any questions, please do not hesitate to contact our office.

We look forward to seeing you on campus.

Sincerely,

Staff of Engineering Career Services
Iowa State University
515-294-2540
ecs@iastate.edu
http://www.engineering.iastate.edu/ecs