



Virtual Law Fair 2022

The step by step user guide

Virtual Law Fair 2022

In November Careers Network will be hosting the Virtual Law Fair. Virtual Fairs are online events that allow employers and students and graduates to meet in a virtual environment through 121 video meetings and group chats.

This event will provide you with the opportunity to meet a wide range of employers from a variety of sectors and industries to discover graduate opportunities, placements and internships and get crucial recruitment insights and build your networks.

This guide will take you through how to register to attend and book your 121 slots and group chats for the [Virtual Law Fair](#) on the 16th November.

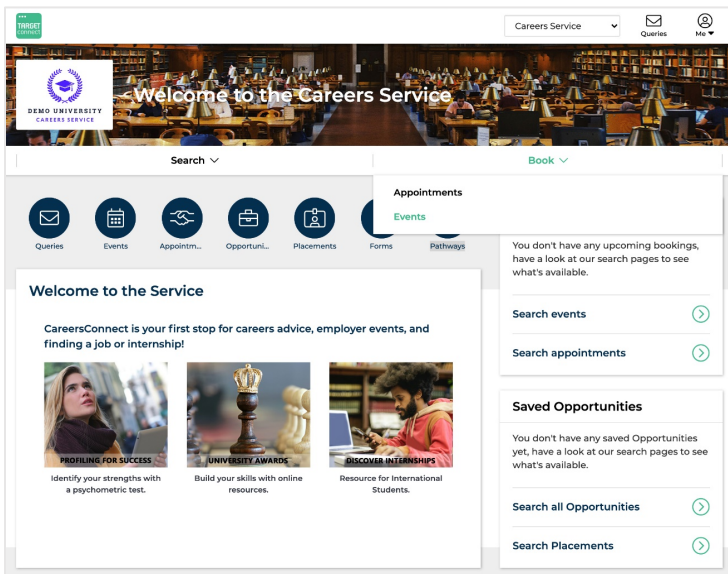
If you experience any issues with the Careers Connect platform, please email us at recruiters@contacts.bham.ac.uk

TOP TIPS

- Read this guide to get ahead and be prepared
- Research the exhibitors
- Book your 121 slots in advance

Virtual Law Fair 2022

Booking virtual events and 121 meeting slots



1

Log in to your [Careers Connect account](#) and select

Book > Events on the navigation ribbon.

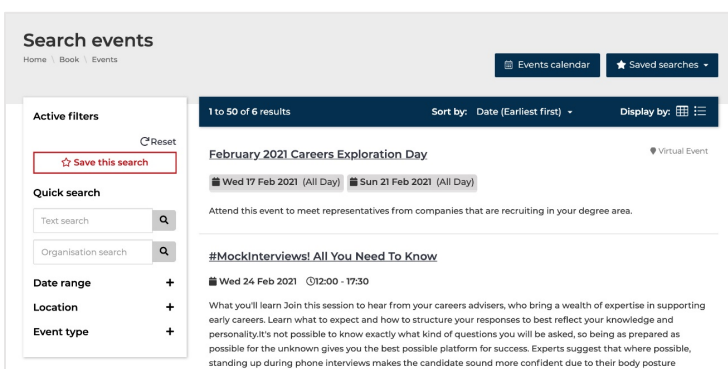
Current students:

Simply log in with your UoB credentials.

Graduates:

Log in using the graduate option.

If you don't have a graduate account, you can apply for one via the link above.



2

Use either the **Quick search** menu or the **Events calendar** to find the event you wish to book a place to attend. Alternatively you can access the event from the direct links on p.2 of this guide.

TOP TIP

Visit our [Events guide](#) to see what's on this term.

Virtual Law Fair 2022

Browse event details and industry sectors

3

Once you have selected the event, you can browse the **Event** page to view event times, exhibitors and what to expect.

Here you will also be able to filter the employers exhibiting by industry sector.

To register your place to attend simply click the register button.

[< Back](#)[About](#) | [Exhibitors](#) | [Further info](#) | [Bookings](#) | [Event's data policy](#)

Autumn Careers Fair 2021

TIMEZONE - EUROPE/LONDON

Autumn Careers Fair 2021

Wed, 6 Oct 2021 - Thu, 7 Oct 2021
Virtual

Enter Event

Register

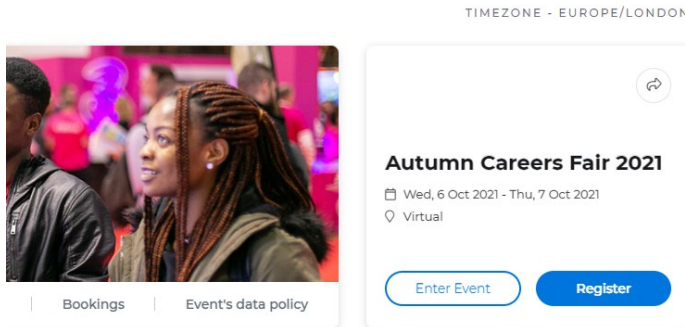
Exhibitors

Select an exhibitor's logo to view their event stand. From there, you can join Group chat sessions and book 12ls with the team if available.

Days Sector [Reset](#)ABSOLUTE
INTERNSHIPArchus
The National Professional AccountantsBSN
Chartered Accountants

Virtual Law Fair 2022

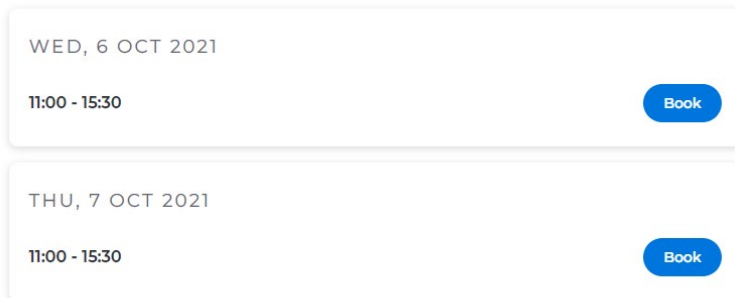
Register to attend a virtual event



4

Select '**Register**'.

Bookings



5

If the event is taking place across multiple days, this will be shown in the bookings section.

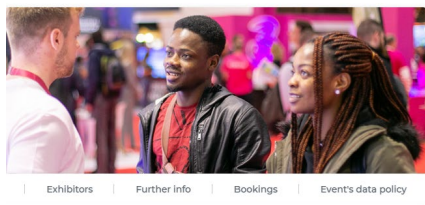
TOP TIP

You need to register for the event to enable the options for booking 121 chats and attending Group Chat sessions.

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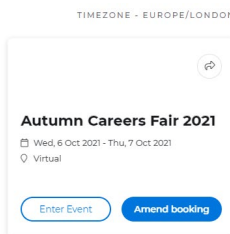
Explore the Event Hall

In the Event Hall you will find details about the Careers Fair and other events Careers Network will be hosting along with hints and tips to make the most of the event.

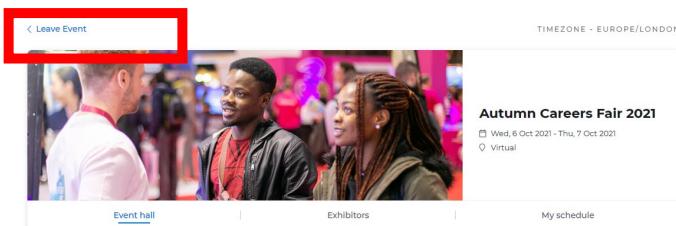


Virtual career fairs are online 'events' that allow employers and students to meet in virtual environments such as through one-to-ones or group chat rooms, and offer a number of opportunities to both students and employers! You will save valuable time which can be used for employer research and practising elevator pitches. Moreover, you will have the opportunity to meet with a wider range of employers, some of whom may not typically be available at an all-day on-site event.

By hosting our upcoming virtual career fair on Careers Connect, to create an enhanced user-friendly experience for students and employers.

**6**

Enter the event hall at any time before by clicking **'Enter event'**.



Welcome to your Autumn Careers Fair, kindly sponsored by **newcom**.

This event will provide you with the opportunity to meet a wide range of employers from a variety of sectors and industries. You will be able to explore current, postgraduate, and graduate opportunities, get crucial recruitment insights and build your networks in a virtual environment through T21 video meetings and group chats.

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Take your time to familiarise yourself with the information provided. From here you can also access the exhibitor tab to begin creating your schedule for the day.

8

Selecting **Leave event** takes you back to the main event page.

Virtual Law Fair 2022

Booking 121 meetings with exhibitors

121 meetings are not formal interviews, do your research and be prepared with some questions to ask the employer before you meet

Exhibitors

Select an exhibitor's logo to view their event stand. From there, you can join Group chat sessions and book 121s with the team if available.

Days Sector [Reset](#)



   

ALDI

[About us](#) [Chat to team](#)

About us

Find out about ALDI's Graduate Area Manager and Placement Programmes. With roots dating back to 1913, Aldi came to the UK in 1990 and customers were amazed to see a true example of 'no frills' shopping. It's all about keeping overheads down so that the customer benefits from award-winning quality at low prices. Aldi is a multiple award-winning employer, offering one of the best working environments in the UK and one of the highest rates of pay in the supermarket sector. Voted the 5th Best Graduate Employer in the UK by the Times Top 100, Aldi offers one of the most challenging training programmes in retail.

 **Pascaline Brochet**
Logistics Analyst (former grad program member)
Umbrella Utilities Inc 

Fri 26 Feb 2021

Applying for my first job still feels like yesterday! It's a great experience to rotate through the different areas of a company and I'm happy to share learnings from my career search and what made being a BAME graduate central to a successful application

[Book](#)

SELECT A TIME SLOT

11:30 - 11:40	11:40 - 11:50	11:50 - 12:00	12:00 - 12:10	12:10 - 12:20	12:20 - 12:30	12:30 - 12:40
12:40 - 12:50	12:50 - 13:00	13:00 - 13:10	13:10 - 13:20	13:20 - 13:30	13:30 - 13:40	13:40 - 13:50
13:50 - 14:00	14:00 - 14:10	14:10 - 14:20	14:20 - 14:30	14:30 - 14:40	14:40 - 14:50	14:50 - 15:00

9

Select the employer you wish to book a 121 meeting with by clicking their logo, then click **chat to team**.

10

Here you will be able to see all the available slots and some information about the employer representative. Select a **time** and click **'Book'** to book a slot.

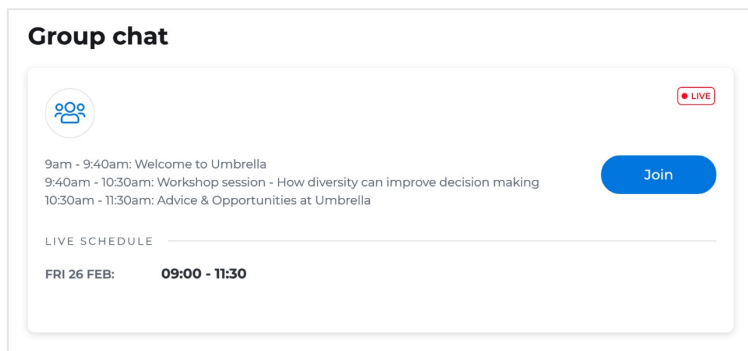
TOP TIP

Click **My schedule** to view the 121 meetings you have booked for the event.

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Joining group chats

Group chats allow you to drop-in and chat with an employer in a more informal setting. Please be aware that you will be joining other students and graduates in the room so please be patient as the employer will need to take the time to respond to everyone.



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Click **Join group chats** with the exhibitor.

Please note:
Group chats are not bookable in advance.

TOP TIP

You can drop into a Group chat at any time during the time slot given.

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Viewing employer opportunities

The screenshot shows the 'Opportunities' tab selected in a navigation bar. Below the navigation bar, there are three filter dropdowns: 'Location', 'Area', and 'Type', followed by a 'Reset' button. The main content area displays four job opportunity cards:

- Sales Executive**: Closing Wed 20 Oct 2021
- Service Advisor**: Closing Wed 20 Oct 2021
- Sales Controller**: Closing Mon 25 Oct 2021
- Vehicle Technician / Mechanic**: Closing Mon 25 Oct 2021

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Select the **View opportunities** tab to see the current opportunities published by the exhibitor.

The screenshot shows a detailed view of a job opportunity for Audi. The job title is 'Sales Executive'. The description states: 'As a Sales Executive, you will look forward to interacting with customers in the showroom and deliver a great customer experience, ensuring that their needs are understood. You will make recommendations on products that meet their requirements and guide them through the sales process, providing advice and assistance with any queries they may have. Sytner Sales Executives work a variety of flexible patterns which can typically include weekends to ensure we provide our customers with the highest possible levels of service.'

Key details listed on the right side of the page:

- Ref id: 76ZB
- Opportunity type: Permanent position
- Occupational areas: Sales
- Salary range: £20,000 to £24,999
- Locations: England - South West
- Country: United Kingdom (UK)
- Number of positions: 5

At the bottom of the page, there are two buttons: 'Apply now' and 'Saved for later'.

TOP TIP

Click on any **opportunity** to save it for later or apply now!