Annual Events at U of M:

The A&D Portfolio Expo
The Career Center Career Expo
The Engineering Career Fair
MPowered Career Fair

Watch your email for announcements for other career events on and off campus.

Do I need to do anything before the event?

Recruiters say research is the key to a successful job search. So…stand out from the crowd by taking their advice…research organizations before hand. Not a lot of spare time? Pick your top 5 organizations; do the research and for the A&D Portfolio Expo submit early!!!!

What do I wear?

Organizations say first impressions count so give some thought to what you wear. While you may not want to go all out and wear a suit, don’t dress like a slob either.

There’s so many organizations here...where do I start?

Here are a couple of tips to make it more manageable:

• Before the Expo or Fair, develop your “two-minute commercial”: a brief overview of you—your background and career interests (see example below).
• Although the A&D Portfolio Expo is easier to navigate, at Career Center events get familiar with the layout: take a minute to review the Fair booklet and room maps.
• When you’re ready, head for your first organization, introduce yourself with a smile and a handshake and begin your “commercial.”
• If you're feeling nervous or need a break, stop by the info table at the Expo, or The Career Center table at their fairs...we can help you practice and share a little encouragement.

THE PORTFOLIO EXPO DIFFERS FROM OTHER EVENTS BECAUSE:

You are there primarily to present your work and get expert feedback on what you are creating, how you are presenting, etc. Jobs and internships are a bonus!

Start your two-minute commercial with: Hi, my name is _________ and I am happy you are here since I am interested in ___________.

I only have 30 minutes between classes...should I still come?

Yes! but maximize your time. At the A&D Portfolio Expo this will mean having your portfolio reviewed by only one organization/person so submit your resume or sign up early!
For other events, head straight to your top choice organization (at Career Center events you must register first). If there’s a long line move on to the next one on your list. Thirty minutes is plenty of time to connect with 2-3 organizations at a Career Center event.

**It’s all business at Career Center events ...isn’t there anything else?**

You’re right....job fairs tend to be pretty corporate. While you’ll see some not-for-profit and government organizations at fairs they tend to use different recruiting resources. On the other hand...corporate organizations can offer a variety of opportunities-some that may fit your interests! So take a tip from recruiters: “Explore options you may not have considered...you never know what you might find.”

Alternatively, the A&D Portfolio Expo has a variety of creative possibilities from nonprofit art organizations to international design firms so plan ahead! Also, don’t forget the MPowered Career Fair and the Engineering Career Fair.

**What do I bring to the Fair?**

Bring copies of your resume, your portfolio (in appropriate format), a leave behind, reference sheet, pen/pencil and notebook. You’ll want your resume and portfolio as you’re chatting with organizations and the other items may come in handy. If you’re asked for them, you’ll present yourself as a prepared job seeker!

A note on leave behinds: These come in many different forms. They can be a business card, a small book, a pamphlet, etc.

**Got more questions?**

For the A&D Portfolio Expo, please contact John Luther jonel@umich.edu or to make an appointment call 734-764-0397

For Career Center events, contact them at 734-764-7460.

This document is based in part on the University of Michigan Career Center’s web site Frequently Asked Questions on preparing for Job Fairs.