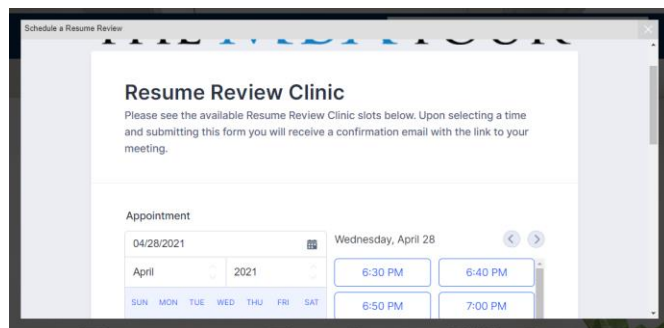
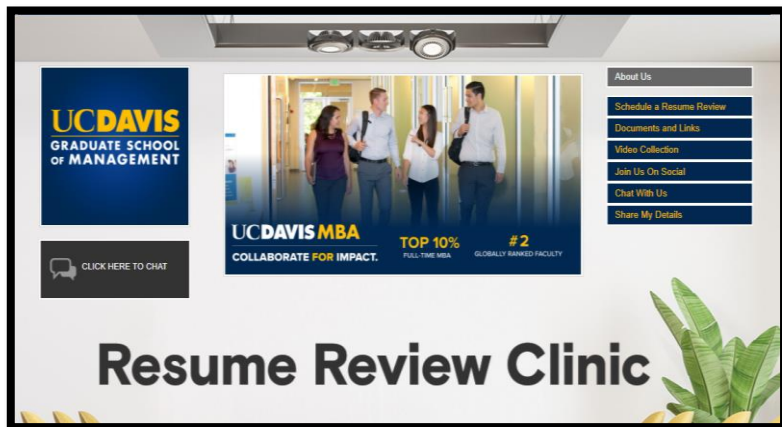


Soft Skills Clinic Guide

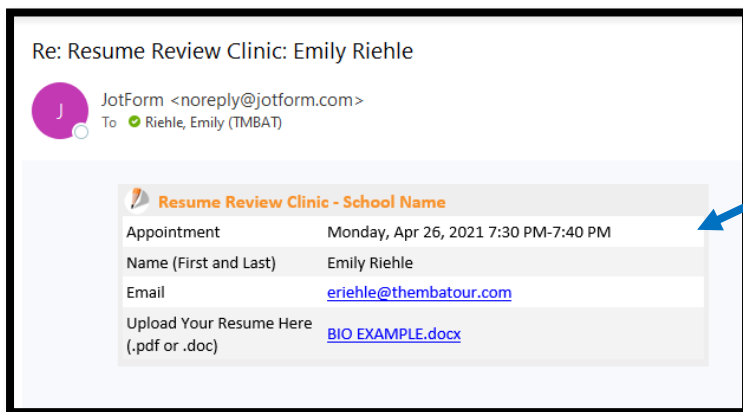
Overview

- Resume Review and Mock Interviews Clinics are 10-minute one-on-one sessions where an admissions, or career services, rep can provide live feedback to a candidate on their resume or interview skills.
- Candidates schedule their own appointments during the event using the online scheduling tool that's located in your booth.



Schedule and Logistics

- Clinics are hosted via Zoom and begin 30 minutes after the event start time until the end of the event (3.5 hours total).
- We will block off (3) scheduled 10-minute breaks that will take place at the top each hour. If you prefer a different break schedule, please let us know in advance and we would be happy to arrange whichever times work best for you.
- 24 hours before the event, you will receive a pre-event email that will provide you with an instructions document that will include your **Zoom Meeting Link** and **Host Key**.
- You will use the same meeting link for all the scheduled appointments. Upon joining the meeting, enter the Host Key to enable the waiting room and admit candidates at their scheduled times. Further zoom instructions will be provided in your pre-event email.



You will receive a notification email for each appointment that is scheduled. The email will include the candidate's **name, email, appointment time** and **resume**.