

# Student User Guide

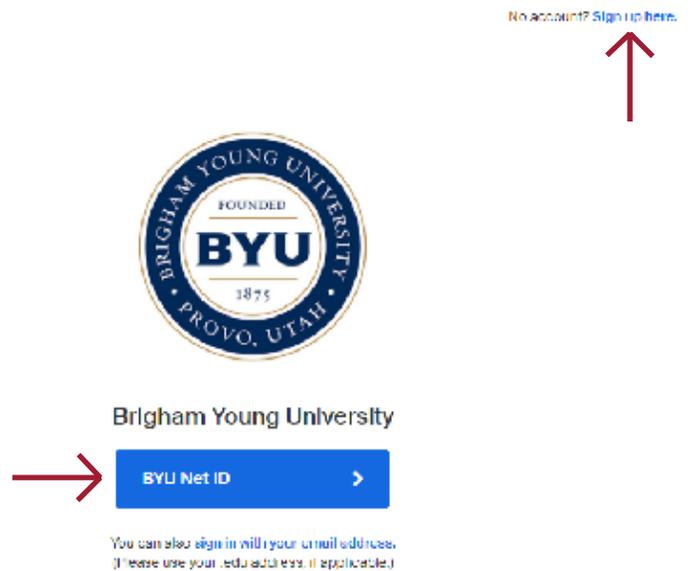
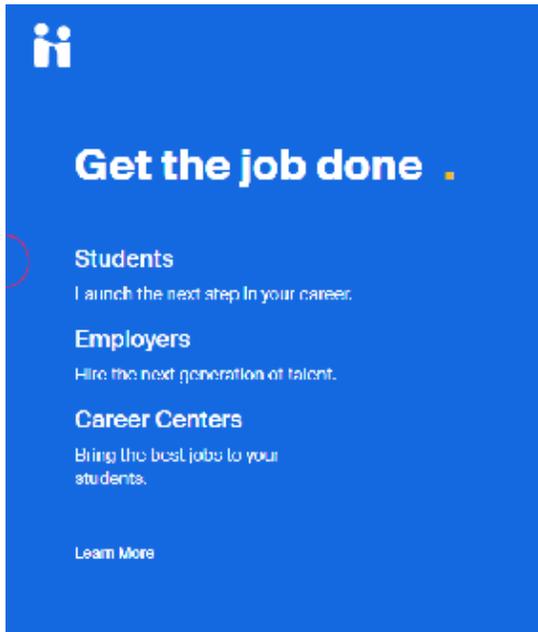
# HANDSHAKE



**BYU**

# GETTING STARTED

- To log into your Handshake account, go to [byu.joinhandshake.com/login](https://byu.joinhandshake.com/login).
- Click on “**BYU Net ID**,” and you will be redirected to the BYU Login page. Sign in with your BYU Net ID and password.



- If you do not have an account, select “**Sign up here**” on the top right to create one. Enter your .edu email (NetID.byu.edu) and click “Next.” Follow the directions on each page to create your personalized Handshake account.



## Let's find your next job

Join Handshake's community of students, schools, and employers to find internships, land a job, and more. Get started by creating a free account in just a few steps.

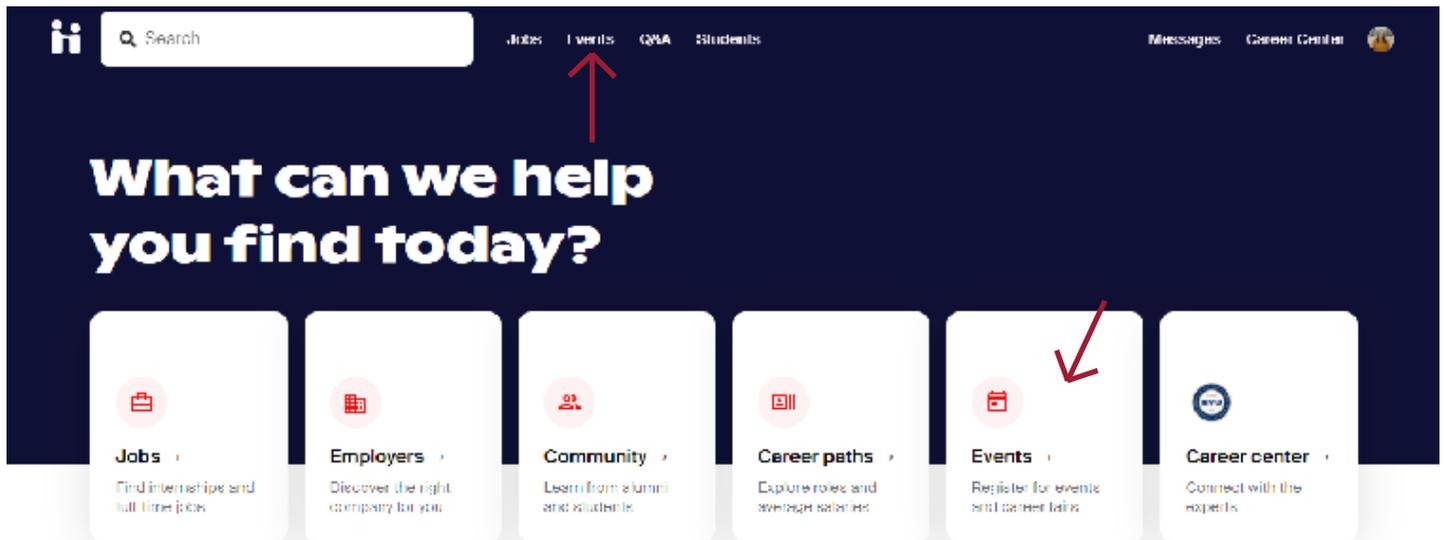
Brigham Young University

.edu email address

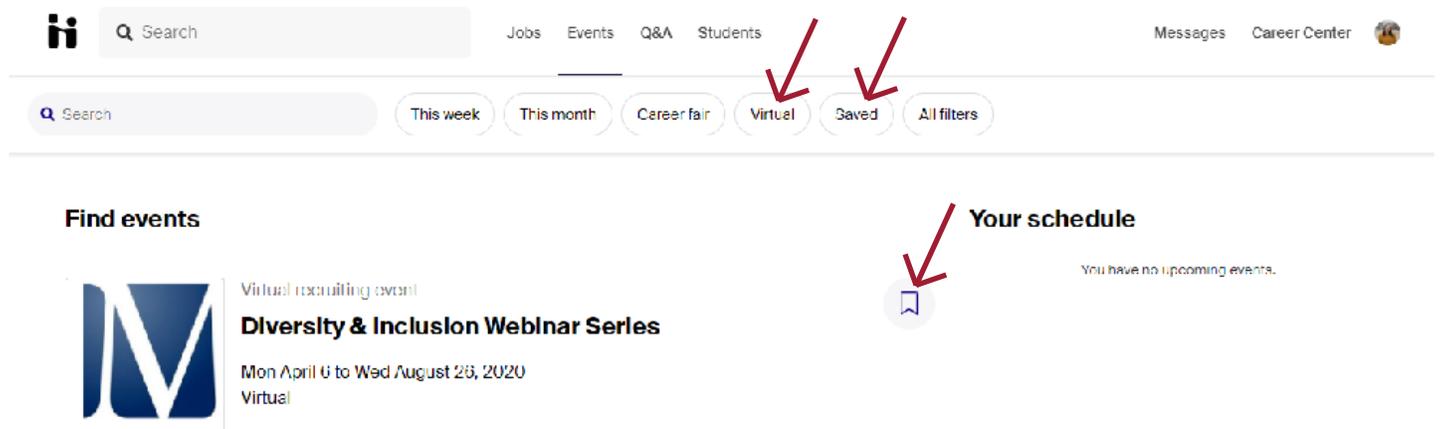
Next

# REGISTER FOR EVENTS

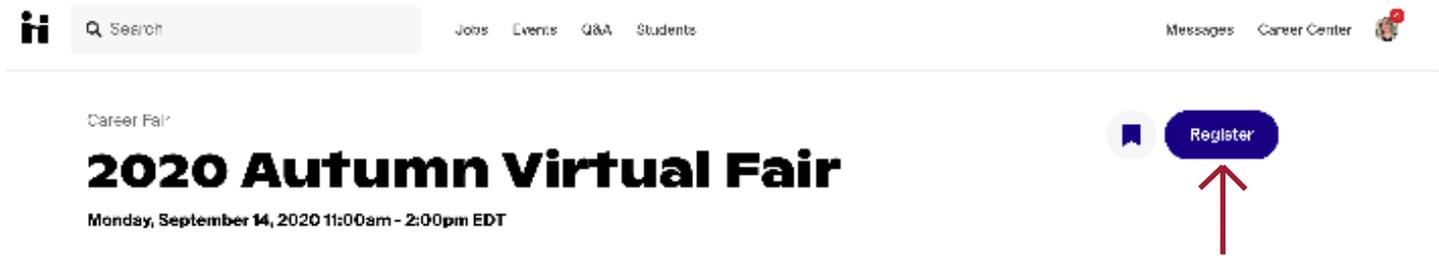
- Once you are logged in, select the “**Events**” tab in the top middle of the homepage. Alternatively, you can click the large white box that says “**Events**” with a calendar icon.



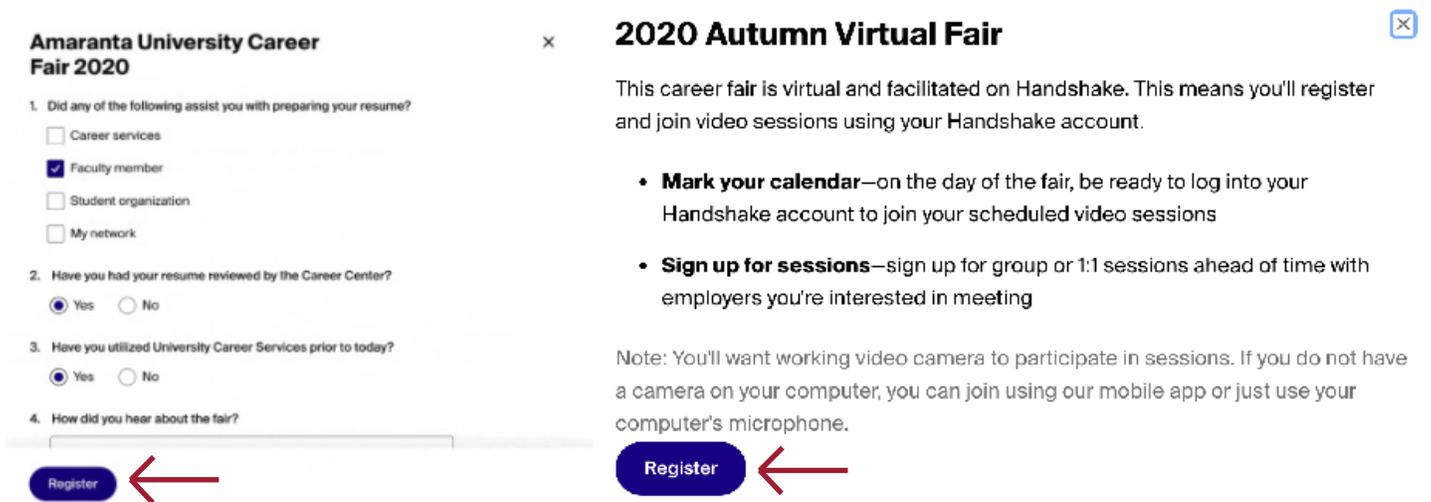
- On the Events page, use the filters at the top by the search bar to narrow down the results. For example, use the “**Virtual**” filter to identify virtual fairs BYU is hosting.
- If you’d like to save an event to view later, click on the **bookmark icon**. Later, use the “**Saved**” filter to see all events you have bookmarked.



- Scroll through the list of fairs and click on the one you would like to register for. Click the blue “**Register**” button in the right corner.



- A popup will appear. Please read the information, answer the questions, and select “**Register**” when you are ready to continue.



# SIGN UP FOR SESSIONS

- On the fair’s page, click on the “**Available sessions**” tab on the far left of the page.



- Find an employer you'd like to sign up for a session with.



## Sprinkle Dreams

Our cupcakes are even better than our name!

Group Session • 11:00am - 11:30am EDT

[General Information Session →](#)

Group Session • 12:30pm - 1:00pm EDT

[Confectionary Consultant - Position Details →](#)

Group Session • 1:30pm - 2:00pm EDT

[Benefits, Salaries, and Vacation, Oh My! →](#)

1 on 1 session

[One on One with Sprinkle Dreams →](#)

- Group sessions are 30 minutes long. Click on the session you would like to attend. Read the information in the popup and select “Confirm” to sign up.

Group Session • 11:00am - 11:30am EDT



## General Information Session

Come to this session to learn about our company from the founder herself!



**Sprinkle Dreams**

[www.sprinkledreams.com](http://www.sprinkledreams.com)

Our cupcakes are even better than our name!

US work authorization

**Required**

**Confirm**



- Each one-on-one session is 10 minutes long. Select the representative you would like to speak with and the time that works best for you. Click “**Confirm.**”

1 on 1 session



## 1 on 1 with Sprinkle Dreams



**Tawnya Reynolds**  
Cupcake Aficionado

11:30am EDT

11:40am EDT

11:50am EDT

12:00pm EDT



**Lindsey McLaughlin**  
Confectionary Consultant

11:00am EDT •

11:10am EDT •

11:20am EDT •

11:30am EDT

Confirm



- If there is a red dot by a time slot, it indicates that you are already signed up for a different session during that time. Cancel the previous session to sign up for the new one.
- You can sign up for sessions up until one minute before the session start time.
- As you sign up for sessions, a list will appear on the right of your screen. Click the name of a session to see more information or **cancel your reservation.**

### Your sessions

Sprinkle Dreams  
General Information Session  
11:00am - 11:30am EDT

Sprinkle Dreams  
One on One  
11:30am - 11:40am EDT

Registered



Group Session • 11:00am - 11:30am EDT

### General Information Session

Come to this session to learn about our company from the founder herself!

Registered for 11:00am - 11:30am EDT

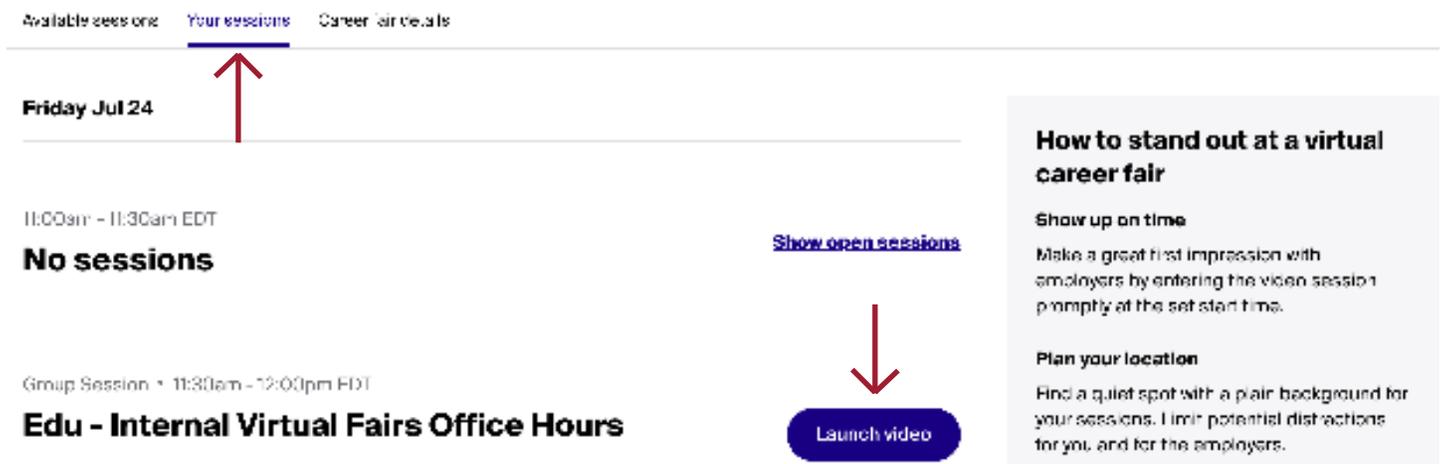
A video conference link will be available at your session time.

Cancel reservation

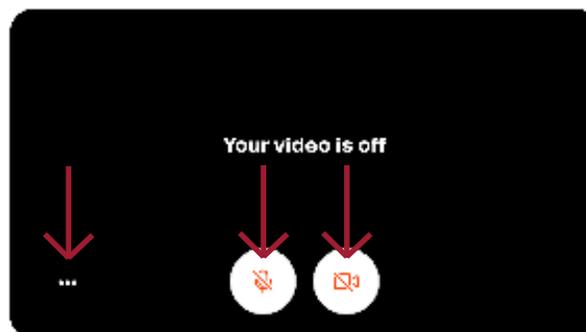


# JOIN A SESSION

- Find the specific fair's page and select the **"Your sessions"** tab.
- Click the blue **"Launch Video"** button to join the session. We recommend joining 5 minutes early to test your video and audio.



- If a popup appears, **allow** Handshake access to your microphone and camera.
- Click the **microphone icon** to mute and unmute yourself. Click the **camera icon** to turn on and off your video.
- Click the **three dot icon** on the bottom left to access audio and video settings.
- Click **"Join now"** when you are ready to join the meeting.



- If there are more than 15 participants, your audio and video will be disabled. You can still interact through the chat feature.

# BYU STANDARDS

- Please remember that even in a virtual setting you are still representing BYU.
- If you choose to show the video of yourself in a group or one-on-one session, please be sure that your appearance is in compliance with the [BYU Dress and Grooming Standards](#).
- Please ensure any text you submit as a question in the Q&A or in the chat does not use any profanity and complies with the [BYU Honor Code](#).

# STILL HAVE QUESTIONS?

- If you are still having trouble, please refer to the [Handshake Help Center](#).
- If it does not answer your questions, please send an email to Savannah Gow at Career Services [savannah\\_gow@byu.edu](mailto:savannah_gow@byu.edu) or Jamie Cromar at the Business Career Center [jamie8314@byu.edu](mailto:jamie8314@byu.edu).