Use the following list to help you prepare for Tufts career fairs as well as other fairs off-campus. Consult a career advisor if you have questions about preparing for a career fair or making the most of the experience.

**Before the Fair**

- **Get the details** – Know the logistics as well as which companies will be present and the positions they’re offering (use the free “Tufts Career Fair Plus” app (iOS or Android), or view the Career Fair event in Jumbo Jobs).
- **Refine your resume** – The Career Center offers daily resume reviews as well as resume critique sessions prior to Tufts Fairs. Make an appointment or stop by our daily drop-in hours.
- **Plan your attire** – Make sure you have a business professional outfit for the fair. Visit our website for attire guidance.
- **Research employers and prepare questions** – In addition to organization websites, use Career Center resources to research employers and develop questions for them.
- **Practice your elevator script** – Include your name, class year, major(s), interest areas or experiences relevant to the employer and questions to keep the conversation moving.

**During the Fair**

- **Map your route** – Locate the organizations you want to see and know your reasons for visiting each employer; don’t go to your #1 employer first. (Check out the map in the “Tufts Career Fair Plus” app!)
- **Make a good first impression** – Approach with a smile, firm handshake and eye contact.
- **Take advantage of the opportunity** – Your resume, research, elevator script and thoughtful questions will help you stand out. Have fun, and enjoy the process of learning about different employers and career paths.

**After the Fair**

- **Stay organized** – Review who you saw and which organizations you liked. Record employers, contacts, important dates and follow-up plans in a spreadsheet.
- **Say thank you** – Send formal, tailored emails after the fair (preferably within 48 hours) to thank recruiters for their time and reiterate interest in their organizations.
- **Follow directions** – Know what each organization expects from you and follow their application instructions. Consult the Career Center website and Jumbo Jobs for campus interview or resume drop information, if applicable.
- **Connect with the Career Center** – Talk to a career advisor about following up with employers, strengthening your applications, preparing for interviews and more. Make an appointment online or stop by our daily drop-in hours.