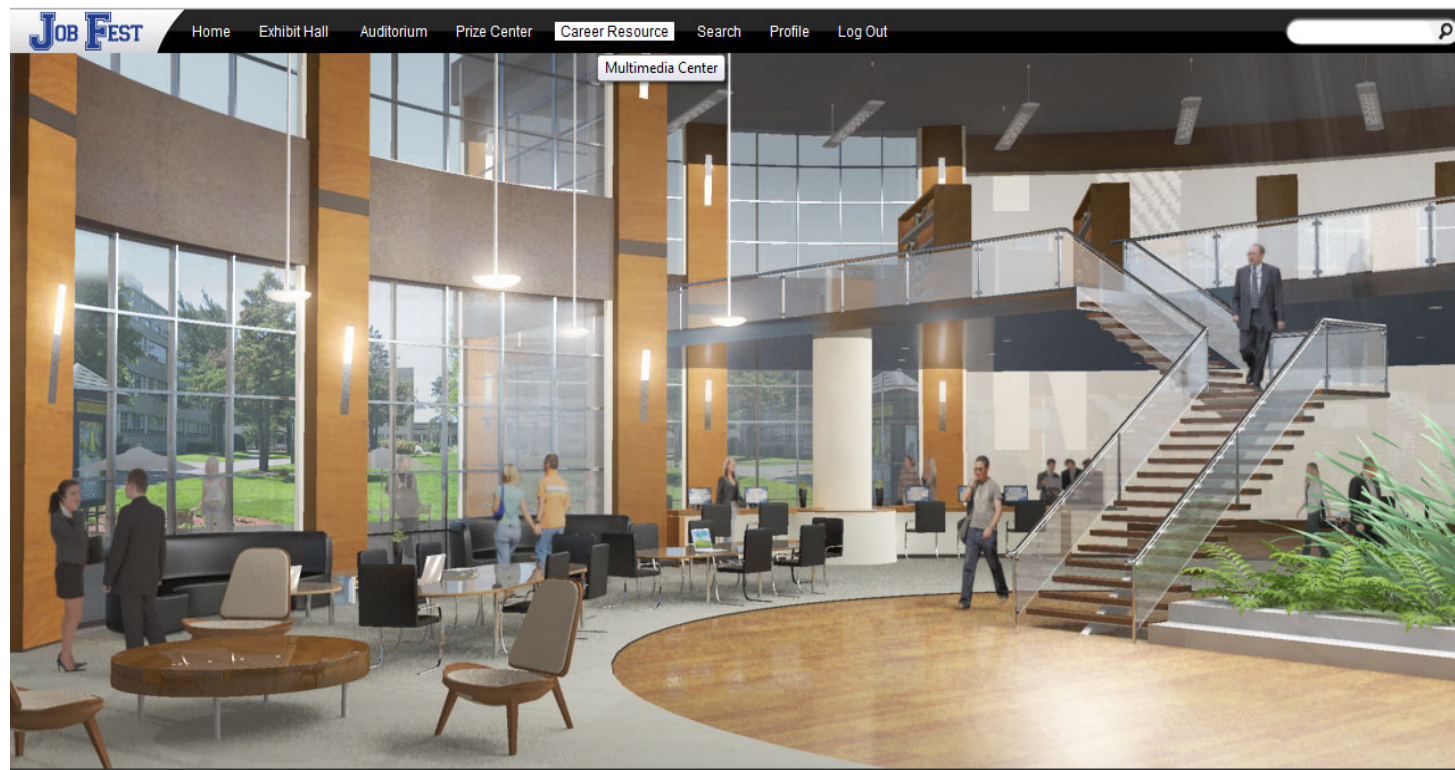


JOB FEST

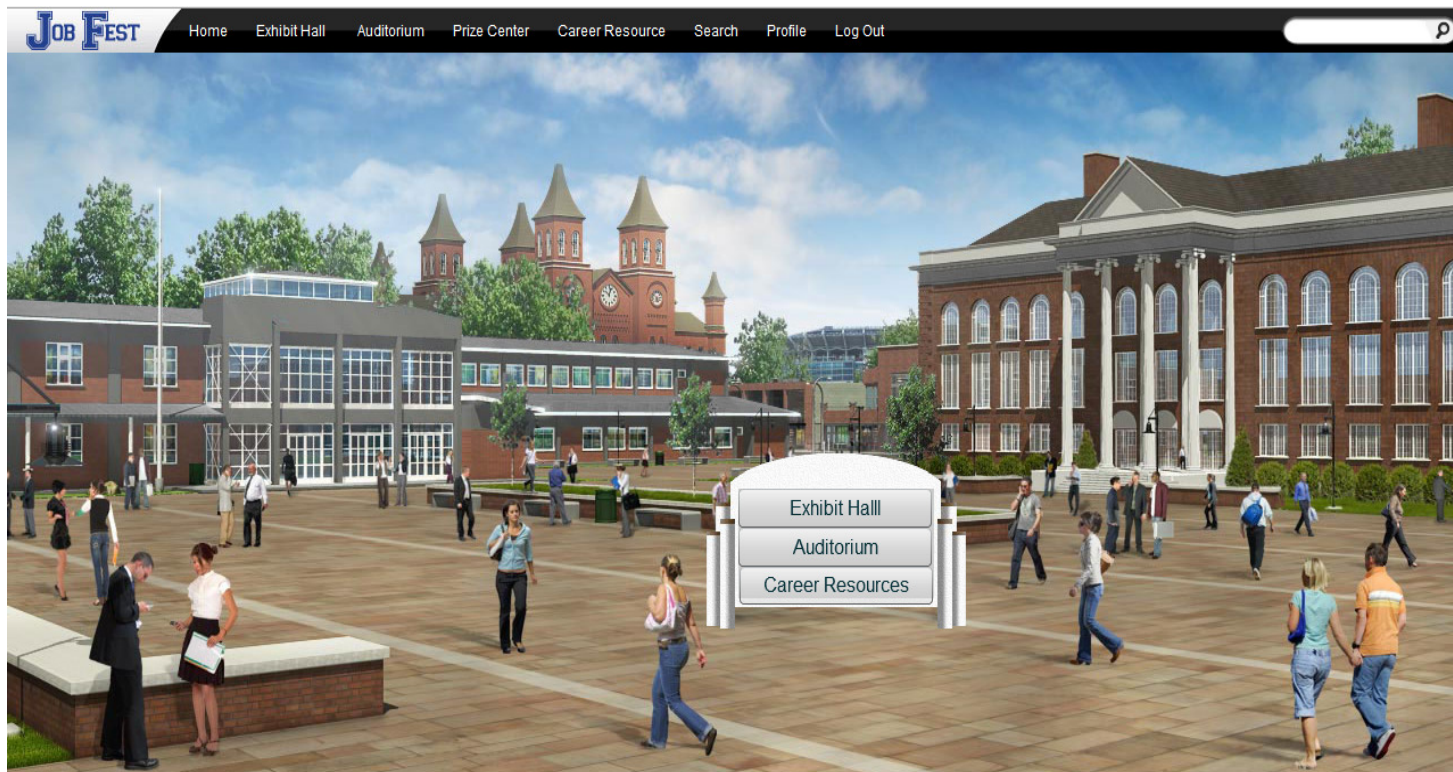
May 25, 2011



VIP Guide

Welcome

You are about to experience a very exciting career development opportunity for grade 11 students in the Southwest Region of New Brunswick. You have been invited as a special guest to participate in this event. Feel free to explore this virtual platform and be sure to stop by the “Welcome Booth” in your travels. We hope this guide will help you to get the most out of your visit!



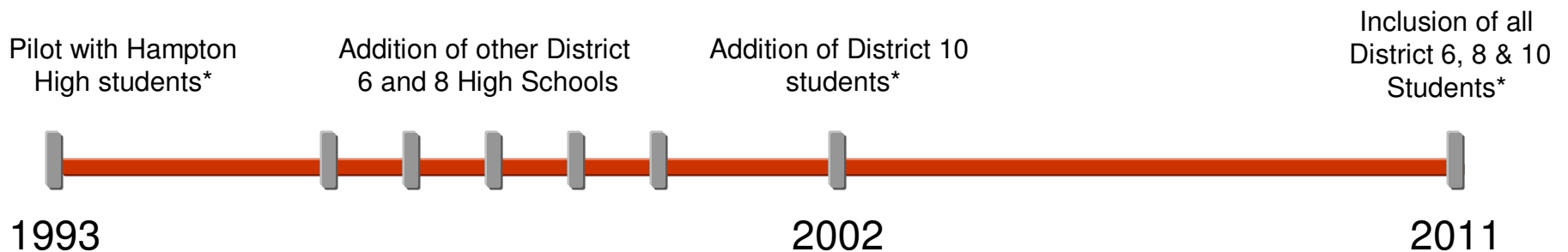
Background

Job Fest is a career planning activity that provides grade eleven students with information that helps make the connection between the World of Education and the World of Work.

Job Fest was originally established in 1993 between Irving Pulp and Paper, J.D. Irving Limited and Hampton High School. The benefits of the first Job Fest served as the catalyst for expanding to include all District 6 Schools, and eventually schools in District 8.

In 2002, the Department of Training and Employment Development (now Post-Secondary Education, Training and Labour), became a sponsor, allowing the event to grow once again and provided for the participation of an even greater number of students, including students from School District 10.

This year marks an important transformation of Job Fest. To meet the needs of the changing workforce and the dynamic skills of this generation, Job Fest will be presented in an entirely new format....VIRTUAL!



* Students refers to grade 11 students

Background

On May 25, 2011 Job Fest will be open to 400 students selected from school districts 6, 8 and 10.

Students will be able to explore and collect career planning resources, chat live with representatives from all of the post secondary destinations, receive instruction on working safe in the workplace and experience a web-based job interview.

This model also allows for the opportunity to provide this career development resource to **ALL grade 11 students in the region!**

This virtual environment will be accessible 3 months following May 25th so that all grade 11 students can access the website and benefit from the information that is provided.

There will be no live components (exhibitor chats, mock interviews) during this 3 month archive period but the Work Room Career Resource Centers can provide post-event support to students seeking these opportunities.

Everything relating to Job Fest can be accessed through the following website;

www.careersthatwork.ca

Event Access

You will be invited to participate in the event through an email message that will direct you to a link login page that looks like this;

JOB FEST

Login ID

Password **Login codes will be available at the computer you will be assigned to**

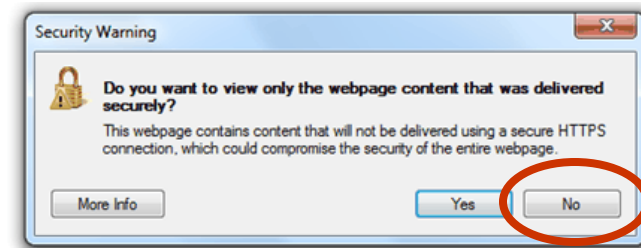
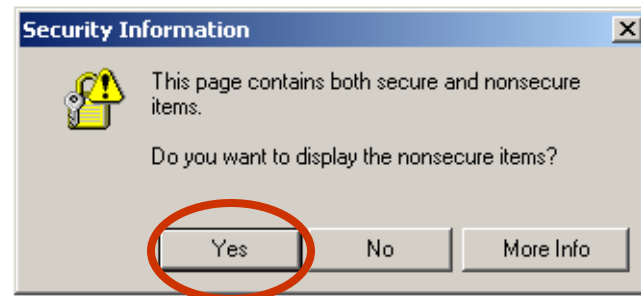
By clicking Enter, you agree to the Terms of Use below and have read and understand INXPO's Privacy Policy.

[Forgot your password? Click here](#)

I Agree to the [Terms of Use](#) | [Privacy Policy](#)

[Click Here to Run System Check](#)
[Click Here to View Technical Requirements](#)

Depending on the internet browser you use you may get a security warning pop up that looks like the following examples. You want to **ALLOW NON SECURE ITEMS** as the site may not function properly if you don't. Please read the message carefully to make the appropriate selection.



Event Access

If for some reason you don't receive an email or it gets accidentally deleted, you can still access Job Fest through the following website;



Select this option.

www.careersthatwork.ca

Event Access

Job Fest has a dedicated website that provides visitors with information and resources to prepare them for the event. Click on the picture to enter the site. Feel free to explore the content of the website and when you are ready to access the live event, select the “Enter the Event” tab.

The image shows a virtual booth for Job Fest 2011. On the left, a man in a suit points to a sign that says "Temporarily Under Construction" and "Reopening Soon!". A woman in a blue top and black skirt stands nearby. In the background, there's a "Welcome Booth" sign and a "Click Here To Play" button. At the bottom, a countdown timer shows "014 days 11 hours 15 minutes 28 seconds" for May 25, 2011.

On the right, a screenshot of the Job Fest website is shown. The navigation menu includes: Introduction | Preparing for Job Fest | Mock Job Ads | Resumes & Interview Resources | Enter the Event. The "Enter the Event" link is circled in red. Below the navigation is an "Introduction" section titled "What is Job Fest?".

Introduction
What is Job Fest?

Job Fest is a career planning activity that provides grade eleven students with information that helps make the connection between the World of Education and the World of Work. Practical workshops and experiential learning set the stage for students to think about, explore and prepare for their careers. Job Fest offers an enriching understanding of applying for a real job by making application for a "mock job", taking part in a "mock job" interview and participating in a series of professional employability skill workshops and activities.

Job Fest was originally established in 1993 between Irving Pulp and Paper, J.D. Irving Limited and Hampton High School. The benefits of the first Job Fest served as the catalyst for expanding to include all District 6 Schools, and eventually schools in District 8. In 2002, the Department of Training and Employment Development (now Post-Secondary Education, Training and Labour), became a sponsor, allowing the event to grow once again and provided for the participation of an even greater number of students, including students from School District 10.

This year marks an important transformation of Job Fest. To meet the needs of the changing workforce and the dynamic skills of this generation, Job Fest will be presented in an entirely new format...VIRTUAL!

Job Fest 2011 is under construction in preparation for a May 25th, 2011 release for students in school districts 6, 8 and 10.

There are two dynamic components to the new Job Fest:

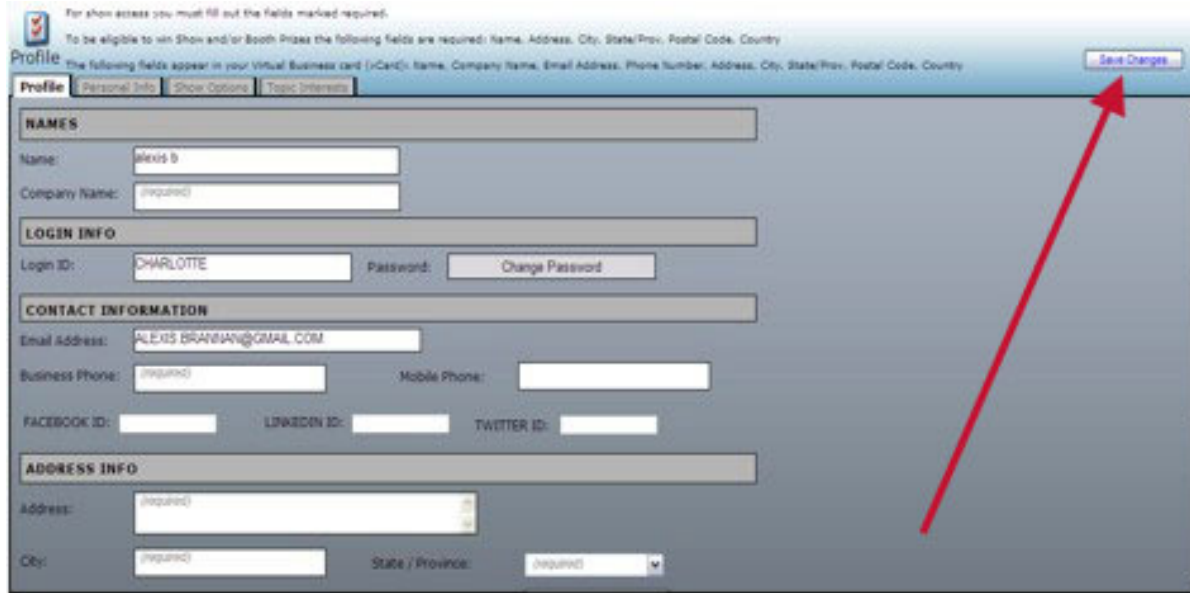


Job Fest is brought to you through funding provided by the Government of Canada and the Province of New Brunswick through the Canada-New Brunswick Labour Market Agreements and J.D. Irving Limited.



Show Profile

The first time you log into the show, your show profile will be displayed. Filling out your profile completely and accurately will help you while networking with attendees and other exhibitors in the show.



The screenshot shows a web form titled "Profile" with several sections: "NAMES", "LOGIN INFO", "CONTACT INFORMATION", and "ADDRESS INFO". Each section contains input fields for various details. A red arrow points from the bottom right towards the "Save Changes" button in the top right corner of the form.

For show access you must fill out the fields marked required.
To be eligible to win Show and/or Booth Prizes the following fields are required: Name, Address, City, State/Prov, Postal Code, Country
The following fields appear in your Virtual Business card (vCard): Name, Company Name, Email Address, Phone Number, Address, City, State/Prov, Postal Code, Country

Profile Personal Info Show Options Topic Interests [Save Changes](#)

NAMES
Name:
Company Name:

LOGIN INFO
Login ID: Password:

CONTACT INFORMATION
Email Address:
Business Phone: Mobile Phone:
FACEBOOK ID: LINKEDIN ID: TWITTER ID:

ADDRESS INFO
Address:
City: State / Province:

Your profile contains your personal bio and message. Filling this information out allows others in the show to determine if you are a good fit for networking/business opportunities.

When setting up your profile, you can choose an image to represent you during the show. You may select from an extensive list of stock images, or you can upload your own photo.

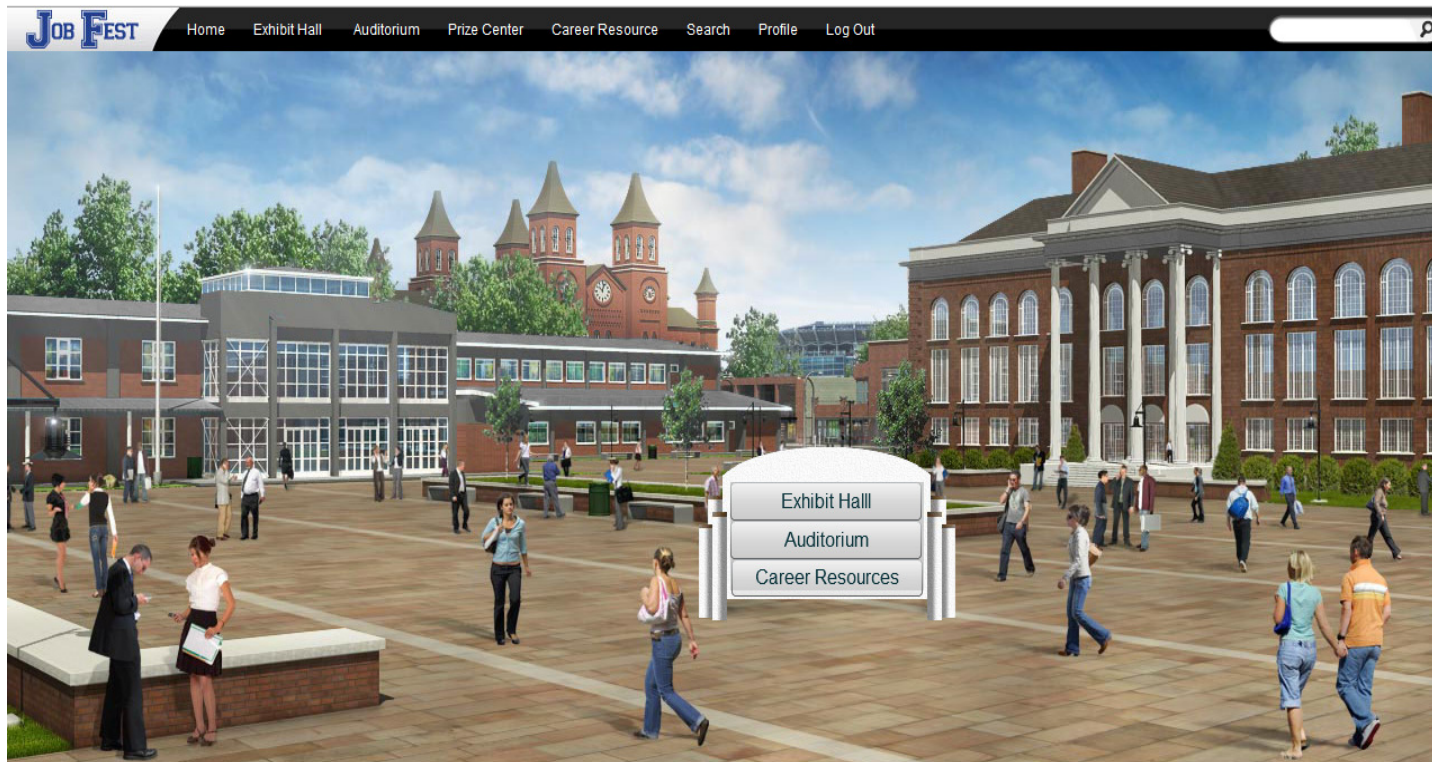
Once you've edited your profile, click "Save Changes" and you will be brought back into the show. You can edit your profile at any time by clicking "Profile" on the toolbar at the top of the screen.



The Job Fest Environment

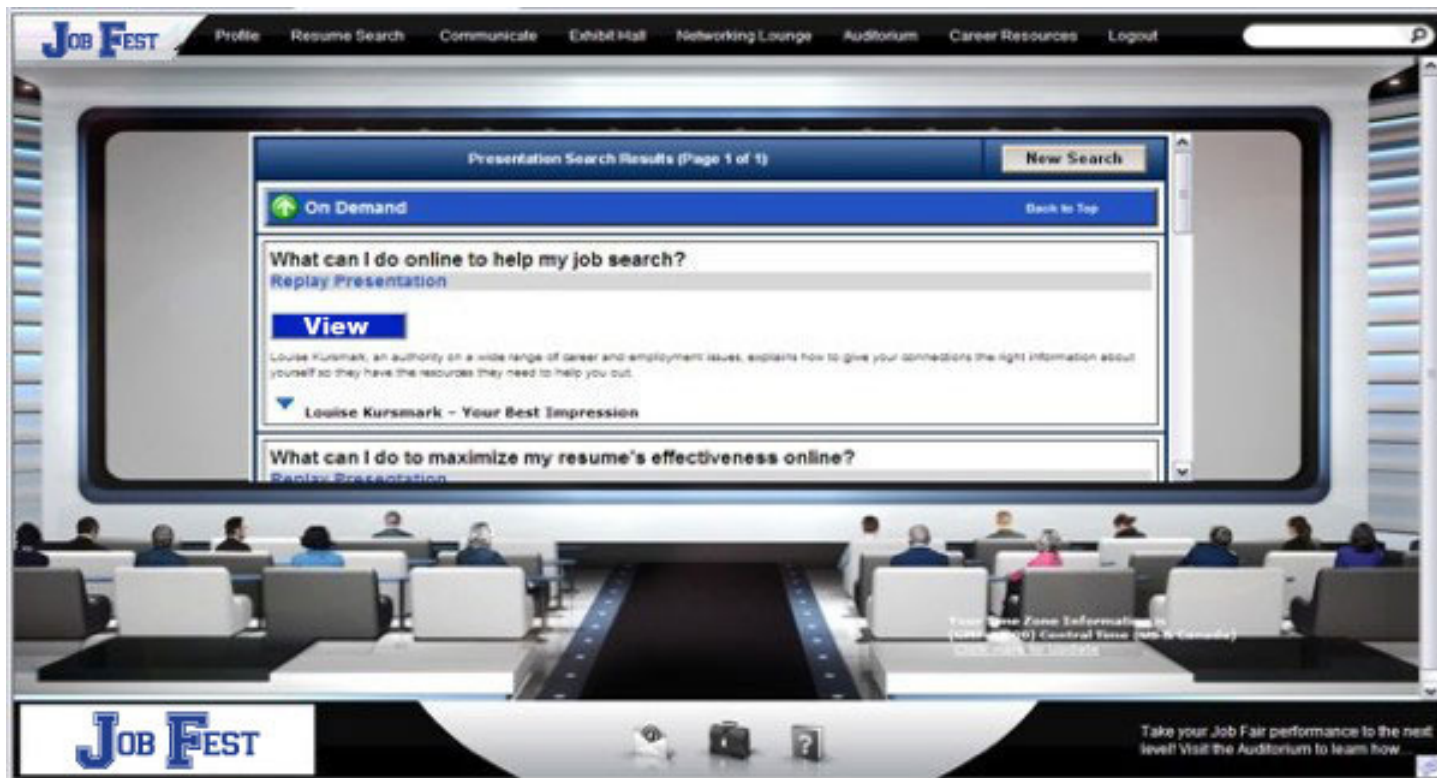
The Job Fest environment consists of 3 main areas;

1. **Auditorium.** Career related videos for students to watch.
2. **Career Resource Lounge.** Information that students may find helpful in developing their career plan.
3. **Exhibit Hall.** This is where the presentation booths and mock interviews are located.



Auditorium

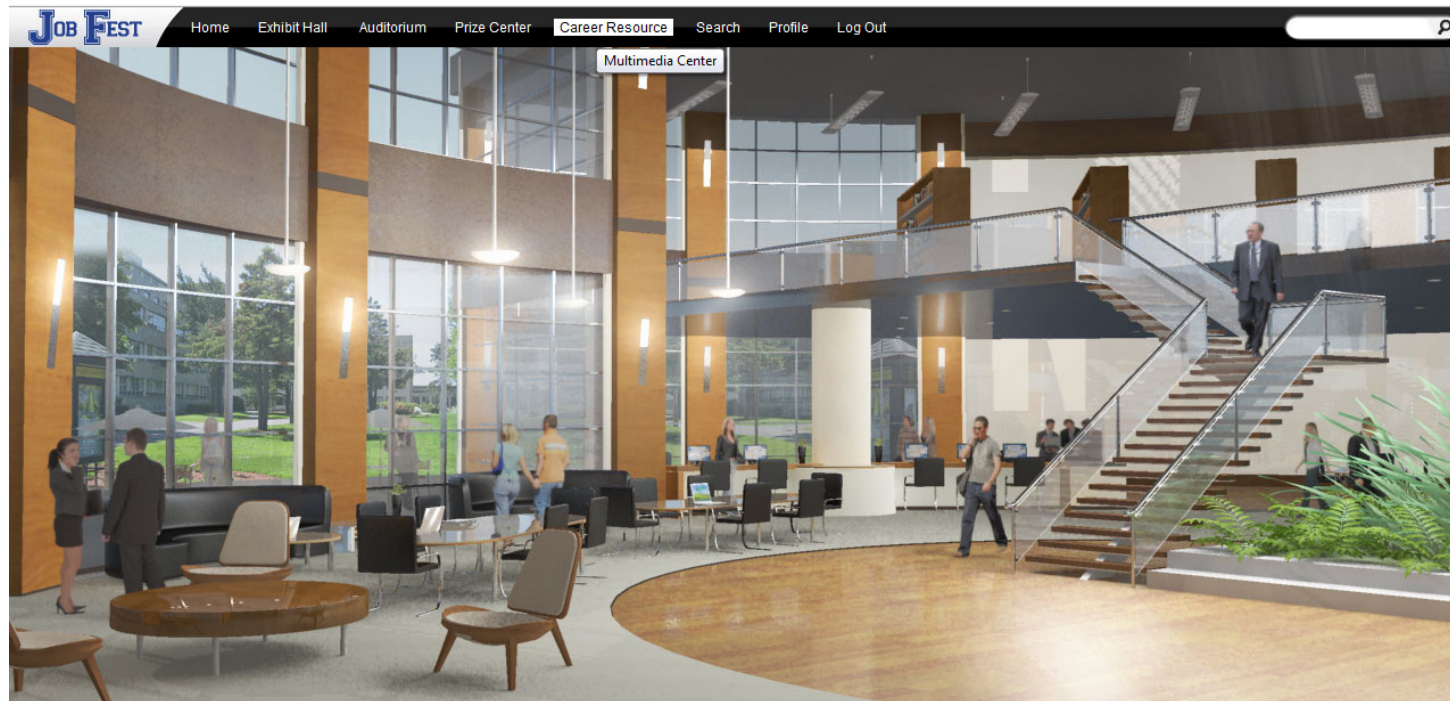
The Auditorium features pre-recorded keynote presentations/videos that are available on demand during the show. To access the Auditorium, click on “Auditorium” in the toolbar at the top of the screen.



Move your mouse to the left or right of the Auditorium screen to scroll through thumbnails of the presentations. Click on a presentation's thumbnail to view detailed information about the speaker and the presentation. Next, click the “View” button to launch the presentation in a new window.

Career Resource Lounge

This area features information and resources that visitors can browse.



The information supplements the resources found in the Exhibit Hall and Auditorium. The resources contained in this area is useful for teachers, guidance counsellors and parents if they wish to review the learning experience with students.

Exhibit Hall

The Exhibit Hall floor is where you can view the various exhibitors and their booths. By moving your mouse to the edges of the screen, the show floor view will pan to reveal all of the booths. To view a booth, click on the booth on the show floor.



You can return to the exhibit hall by clicking “Exhibits” on the toolbar at the top of the screen.



Communication



When you enter a booth and click on the *Users* tab, an avatar with your login identifier will appear in the users tab. If you would like to chat with an exhibitor, click on their icon and initiate a chat by clicking on 'Start Chat'.

Leaving the event

When you decide to leave the event, simply select the “Logout” tab at the top of the screen.



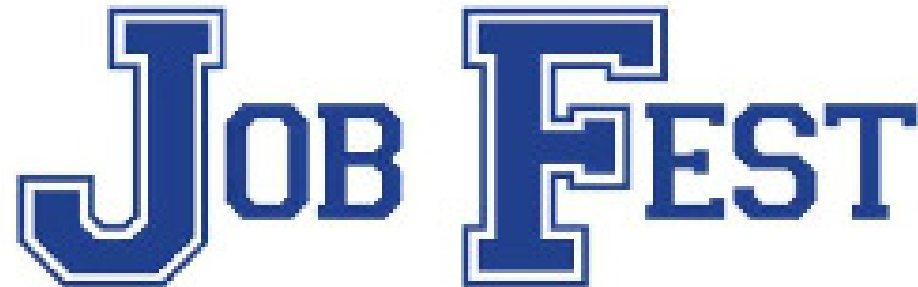
You can visit the event as often as you wish for the 3 months it will be archived. You can use the same login information as you did when you visited the live event.

Questions/Problems?

For support during the live event, click “Help” on the toolbar at the bottom of the screen. **Contact us: jobfest@svesupport.com**

You can also visit the “Welcome Booth” which will be staffed by members of the Job Fest Organizing Committee.

Feel free to stop by and give us your feedback!



Thank you for participating in Job Fest!