

# Get Started with handshake

Handshake is a state-of-the-art Career Development system that gives you user-friendly access to more opportunities to connect with students than ever before using search engine optimization tools to help you post jobs, internships, and opportunities that best match you with qualified candidates.

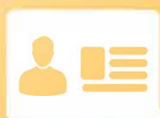
## STEP 1



### CREATE A HANDSHAKE ACCOUNT

- To access Handshake, a user account is required. If you've been invited to a school, you can create an account by clicking the link that is included in the invitation email.
- If you don't have an invitation, please email [careerdevelopmentcenter@newhaven.edu](mailto:careerdevelopmentcenter@newhaven.edu) to be sent a link or you can sign up at [https://app.joinhandshake.com/employer\\_registrations/new](https://app.joinhandshake.com/employer_registrations/new) and request to join our school as an employer

## STEP 2



### FILL OUT YOUR PROFILE

- More is better when it comes to you or your company's profile—a completed profile is your best chance at getting students to find your job postings!
- Think about your company brand—How do you want students to view you? Include your:
  - Company logo
  - Personal headshot
  - Contact persons
  - About your company

## STEP 3



### I'VE CREATED A PROFILE... NOW WHAT?

Start posting internships, jobs, and opportunities for our students! Check our events and workshops tab to sign up for sessions hosted by us!

- Sign up for our university wide and industry specific career fairs!
- Connect with our Employer Relations team at the Career Development Center for even more engagement opportunities!
- Once you have a completed profile, you'll be ready to use Handshake to take the next big step to reach our students!

For more information, visit [newhaven.edu/employers](http://newhaven.edu/employers)

✉ [careerdevelopmentcenter@newhaven.edu](mailto:careerdevelopmentcenter@newhaven.edu)

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