Scheduling an Appointment with CEAS Career Services in Handshake (Resume/Cover Letter Review, Interview Preparation, Co-op, Internship and Job Search, etc.)

Step 1: Login to Handshake (https://uwm.joinhandshake.com) and Click on the Career Center Tab



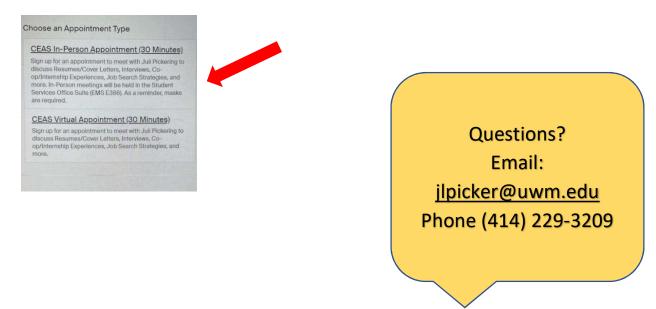
Step 2: Click on Appointments →



Step 3: Click on "Schedule a New Appointment" Select "College of Engineering & Applied Science Career Services Appointment"



Step 4: Select "CEAS In-Person Appointment (30 Minutes)" or "CEAS Virtual Appointment (30 Minutes)"



Step 5: Go to Day you are looking to make an appointment and click on the TIME of the appointment



Step 6: Select "Appointment Medium"

Option A: College of Engineering & Applied Science Career Services (In-person) Option B: Virtual on Handshake (Via computer)

Write in the "What can we help you with?"

Jobs Events	Employers		Messages	Career Center	e
	Hack You have selected a slot. I	you would like to search for a different slot you may do so here.			
	Lubar Career Services 3 Teresa Massoels	0 Minute Advising Appointment (Virtual) at 11:00 am CDT, Sep 8th 2021	×		
	Appointment Request Details				
	Fields marked with an asterisk *** are re	quired.			
	*Appointment medium Se	lect an Appointment Medium	~		
	"What can we help you with?				
	Page 1				
	.* How did you hear about scheo	uling an appointment with our office?			
	Academic Advisor Friend				

Step 7: Hit REQUEST after you completed answering ALL questions.

What is your major(s)				
Accounting				
Finance				
Human Resources Management				
Information Technology Management				
Marketing				
Supply Chain & Operations Manageme	int			
MBA/MS				
Other				
incel			Request	

You will receive an email from Handshake once your appointment has been approved. Add to your calendar that you have an appointment at the day/time selected. If you selected "Virtual in Handshake" your link will be available in your Handshake Account to connect.

Jobs Events	Employers			Messages	Career Center
	Appointments				
	Schedule A New Appointment	l I			
	Upcoming Appointments				
	Approximent	Type	Dile	Ration	
	Appointment with teness Massarets	Lutter Convert Services - 30 Minute Advancy Approximent (Artise)	Wednesday September 158 (2021 at 1000) im-	Approved	
	Past Appointments				
	Appantment	7,05	Desc	- Bauras	
	Accountment with Teness Massocie	Lubar Career Services - 30 Minute Advance Appointment (Virtuali	Tuesday July 27th 2021 at 0.00 pm	Completed	