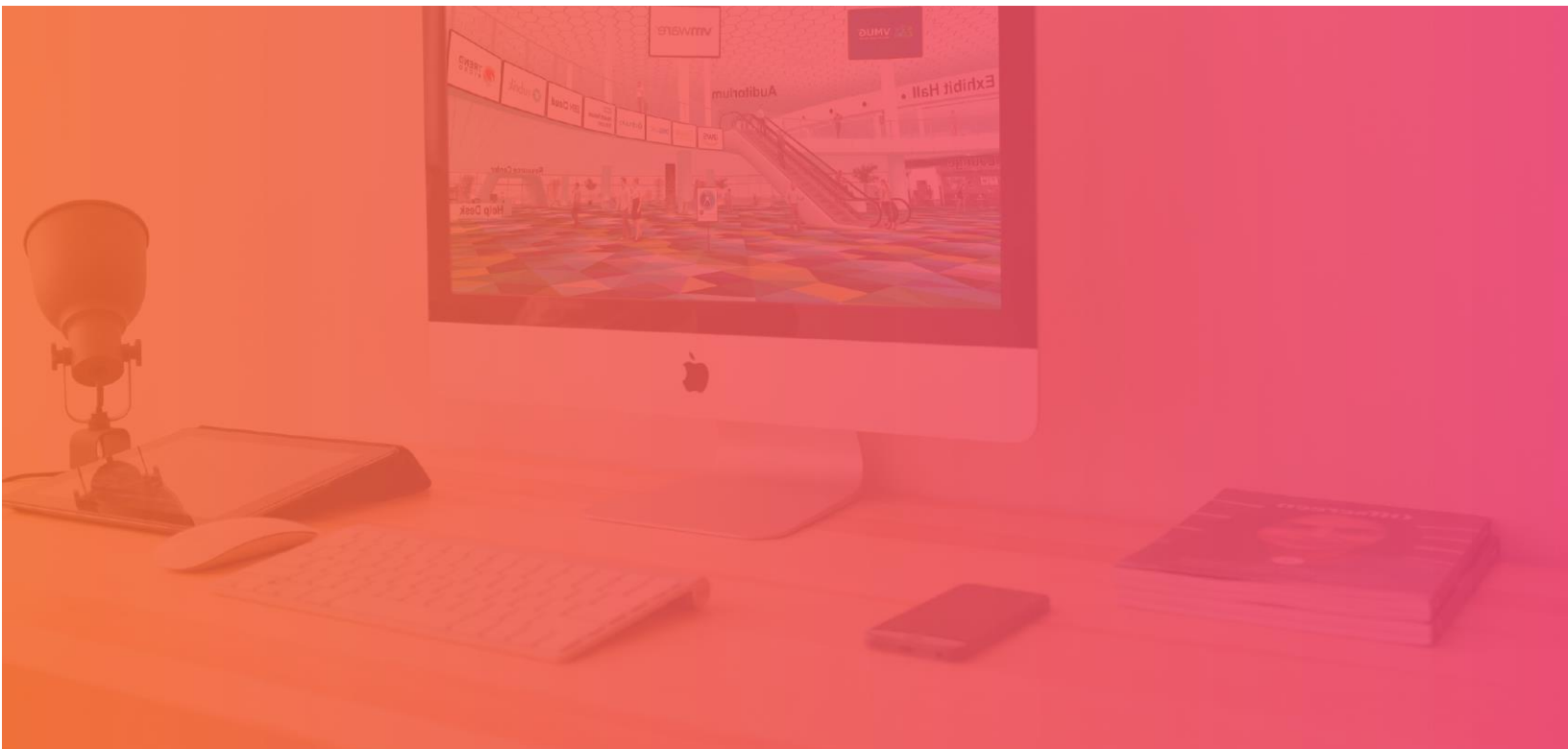




vFAIRS

STUDENT USER GUIDE

HOW TO NAVIGATE THE VIRTUAL EVENT

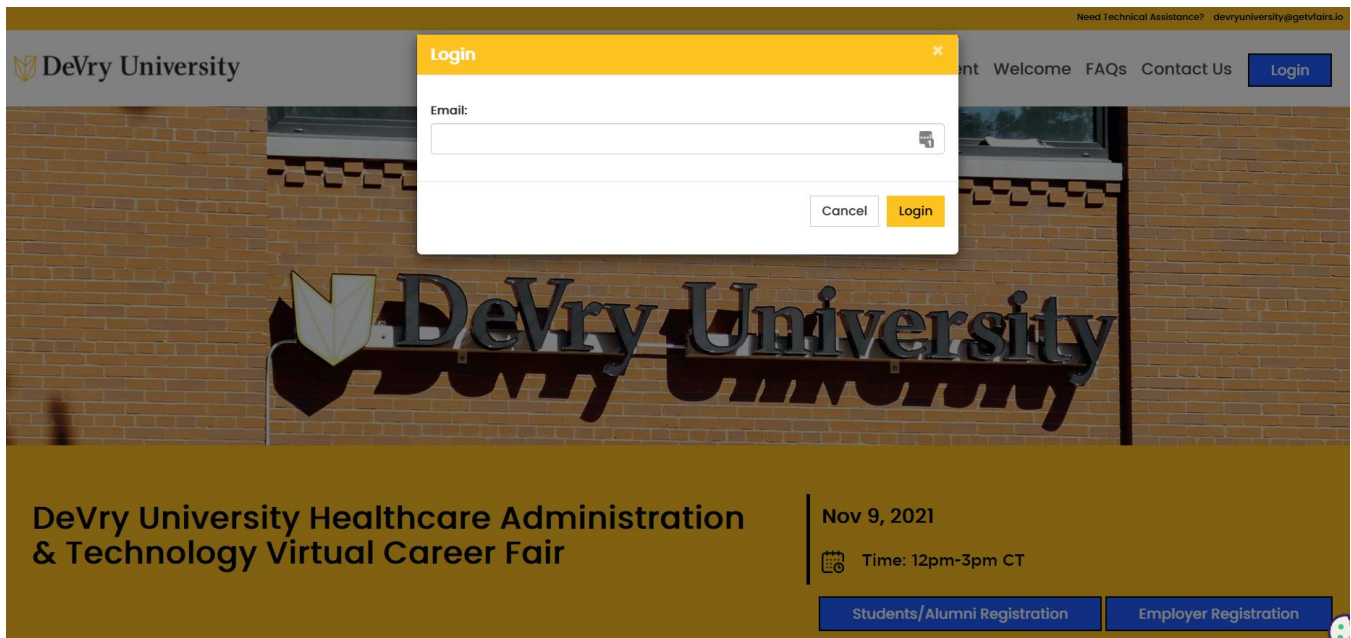


STUDENT USER GUIDE

If you are participating in a virtual event that is hosted on the [vFairs](#) platform, then this guide can come in handy for you to get familiar with the virtual environment of the event beforehand.

LOGIN

The event URL can be accessed by browsing <https://devryuniversity.vfairs.com>. Click Login on the top right of the web page and enter the event by entering your email address.



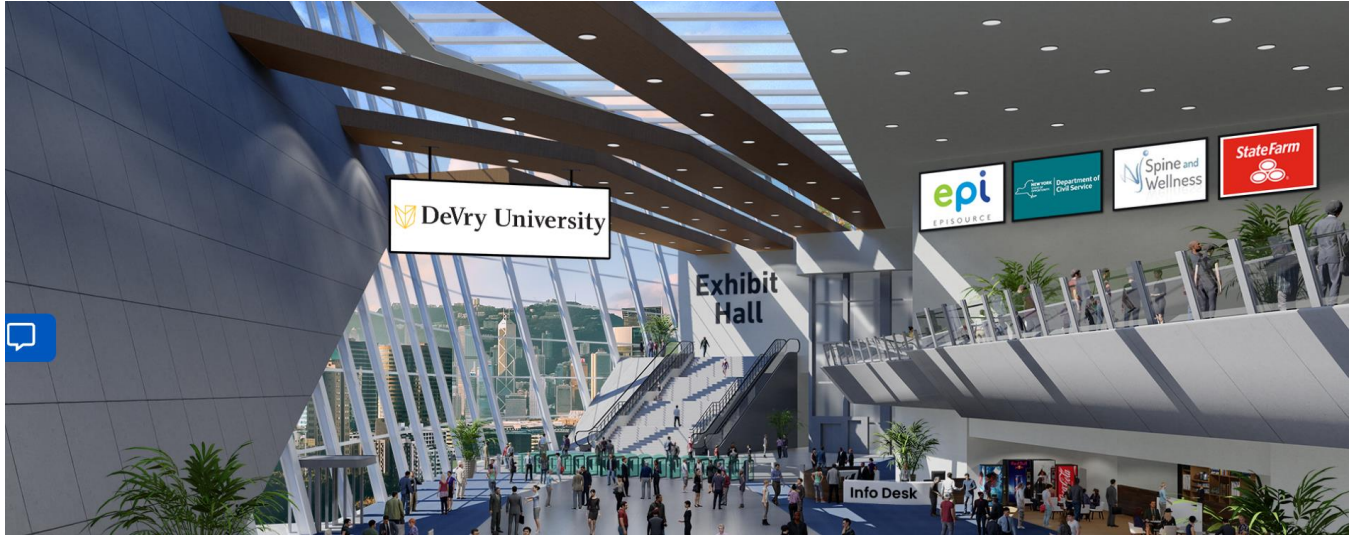
NAVIGATION BAR

When you enter the event, the navigation bar is going to be your best friend for friendly navigation across different features available.



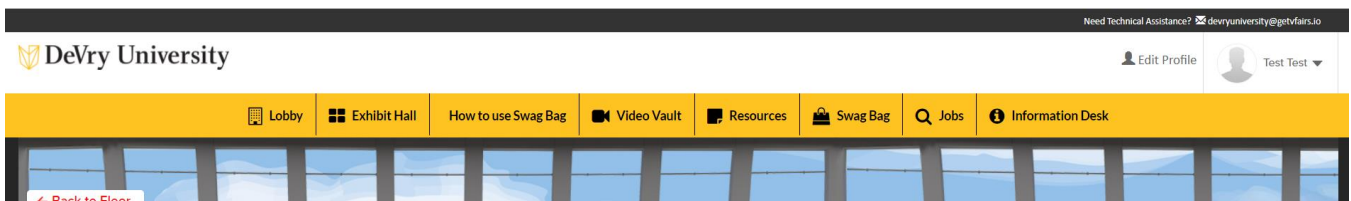
LOBBY

Lobby contains the doors to other spaces of the event such as **Exhibit Hall** and **Information Desk – Technical Support** which you can access by simply clicking on the titles/banners.



EDIT PROFILE

Click on “Edit Profile” if you wish to correct anything submitted in the initial registration form.



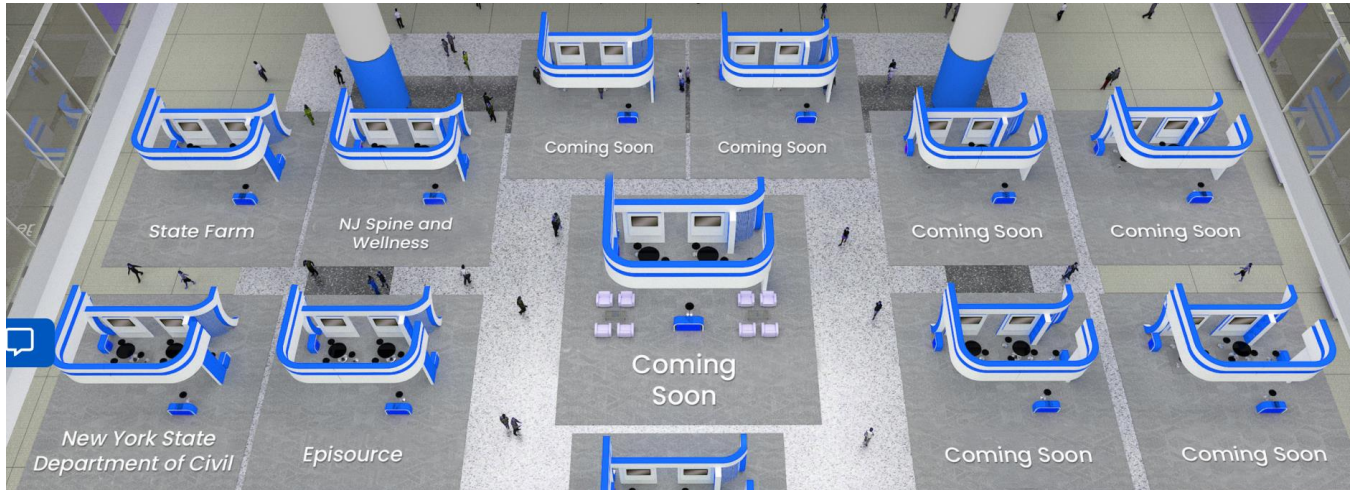
TECHNICAL SUPPORT

If you face any technical issue during the event, then you can get assistance by submitting your query in the Technical Support chat room which can be accessed by;

- Clicking **Information Desk** tab on the navigation bar
- OR selecting **Information Desk - Technical Support** chatroom within the CHAT

EXHIBIT HALL

Exhibit Hall contains employer booths where you can learn more about their offers and interact with them. Once entered in an exhibit hall, you can [visit a specific booth](#) by clicking on its name to open the booth and explore.

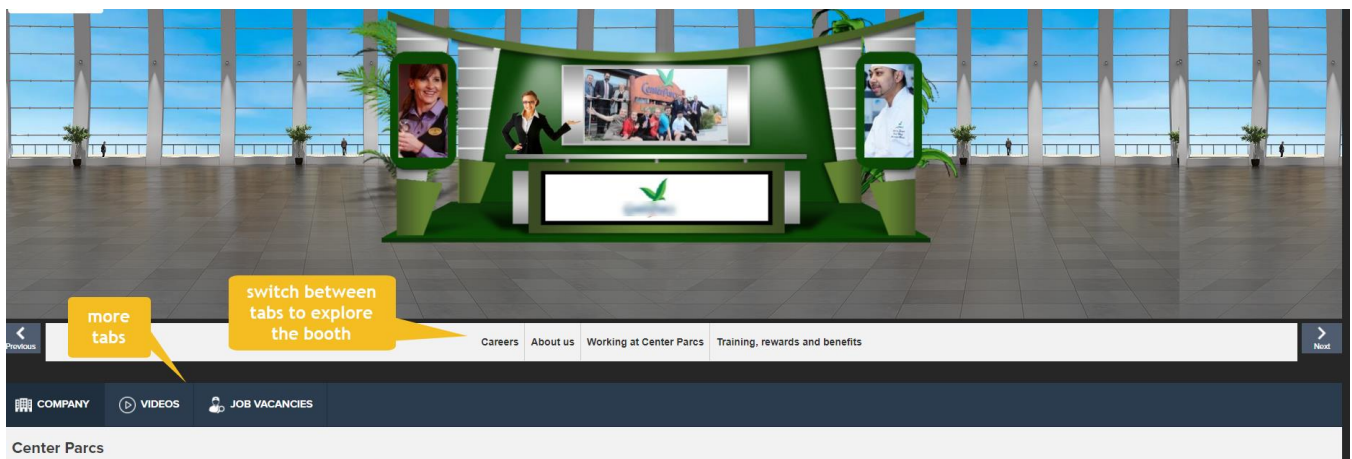


BOOTH

Once you open the booth, you will find many clickable tabs such as:

- Description
- Videos
- Documents
- Chat
- Q&A (*live discussion forum page*)
- Other redirecting links/tabs
- Jobs – Apply for most suited jobs for (If added by employers)

Note: Don't forget to click on the **booth banners**. The booth banners contain redirection links for you to explore more about the employers 😊




VIDEO VAULT

Showcases all videos from the booths for you to watch. You can save video for later by adding them to “Swag Bag”. You can always access the saved videos by clicking on the **Swag Bag** tab on the navigation bar. If you want to [email the video links to yourself](#), you can do that too so you can access the videos even after the event is over.

Using the dropdown filter, you can also filter the videos according to your desired booth.

▶ Video Vault
✕

Filter By Partner: -- All Booths --


Introduction


Play
+ Swag Bag

RESOURCES

Showcases all documents from the booths for you to read. You can [add documents to your Swag Bag and email them to yourself or your friends](#).

📄 Resources
✕

Filter By Partner: -- All Booths --


Phase 1 Document



View
+ Swag Bag

SWAG BAG

When you click on the **Swag Bag** tab, you can find all the resources (documents and videos) which you have saved for yourself. As explained above, you can always email the **Swag Bag** items to yourself and your friends/colleagues

🛍 Swag Bag
✕

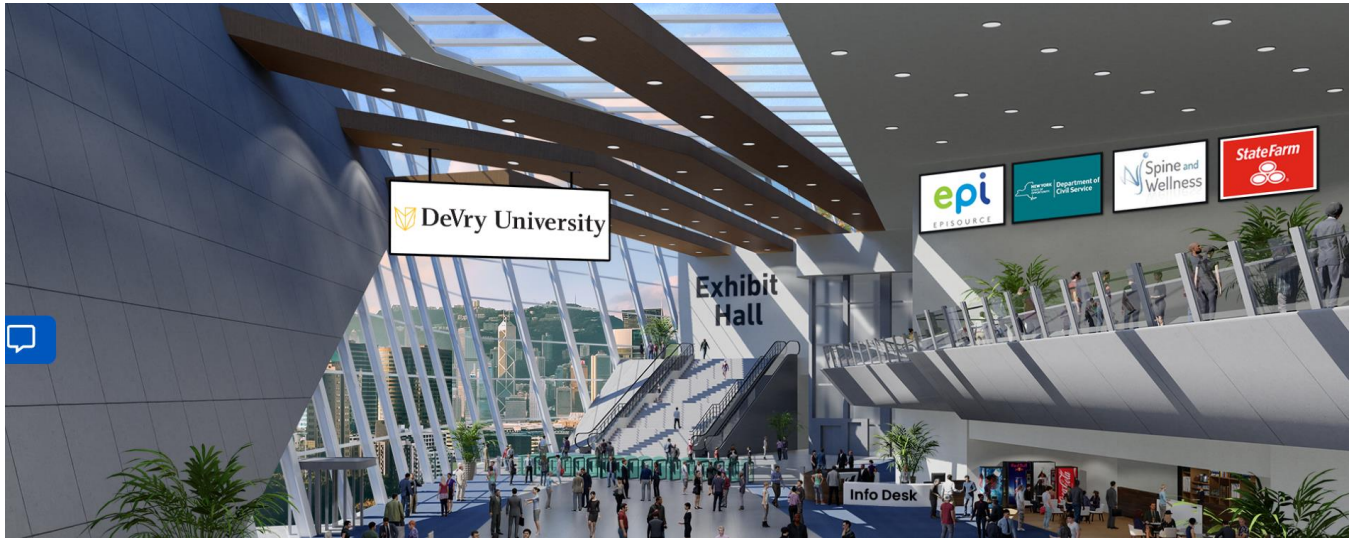
Select All
Action: Email

<input checked="" type="checkbox"/>		Introduction	Play Remove Email
<input type="checkbox"/>		Phase 1 Document	View Remove Email

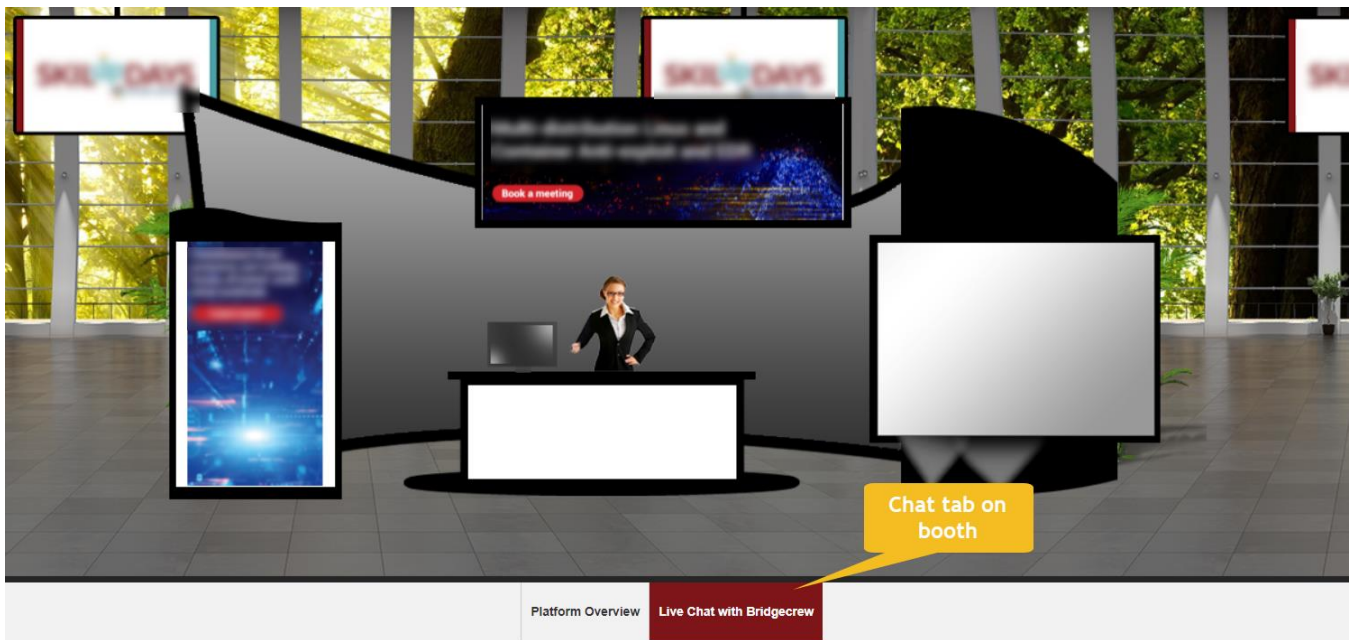
CHAT

You can find the Chat tab either on the home screen as soon as you log into the event, or by visiting a booth as explained above.

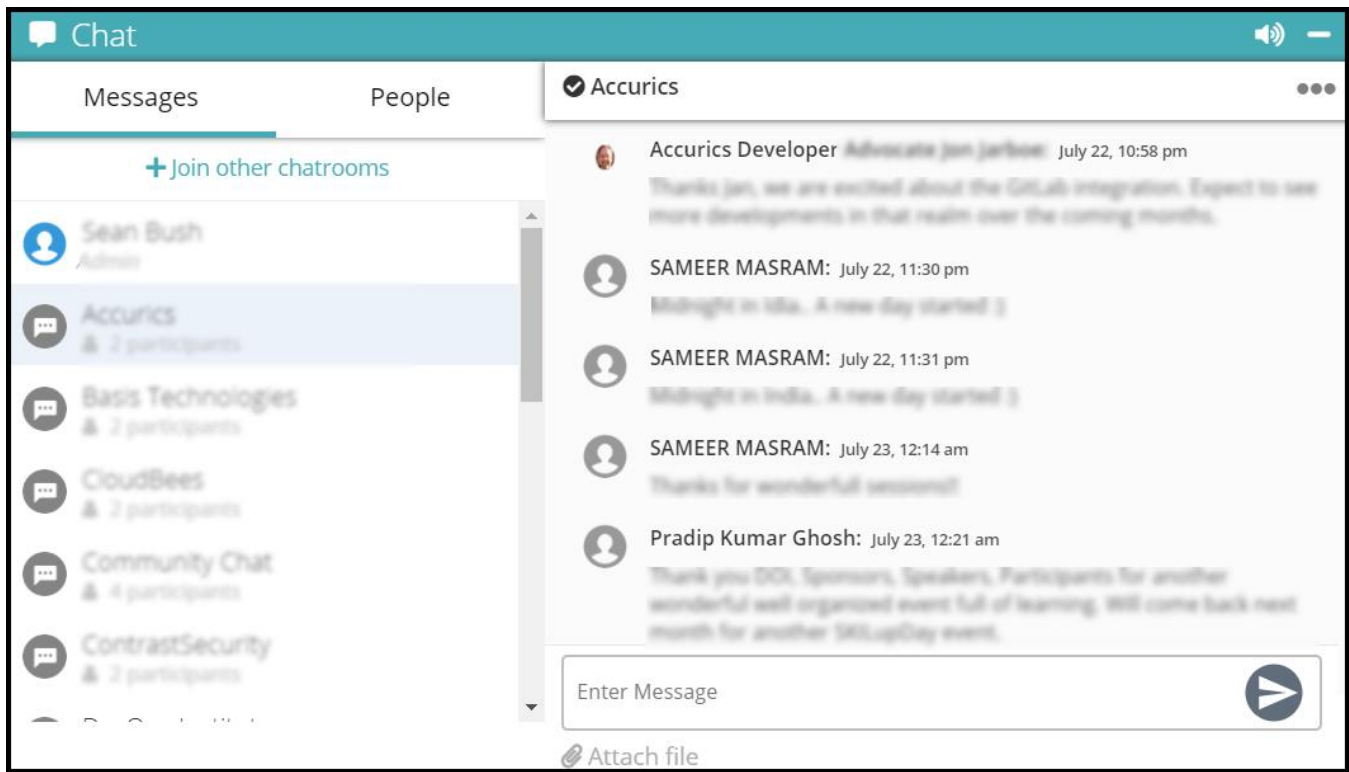
Chat tab on home screen



Chat tab on booth display



By clicking on the 'Chat' tab, you can interact and chat with different **Booth Reps/exhibitors** as well as other attendees who are online in the event.



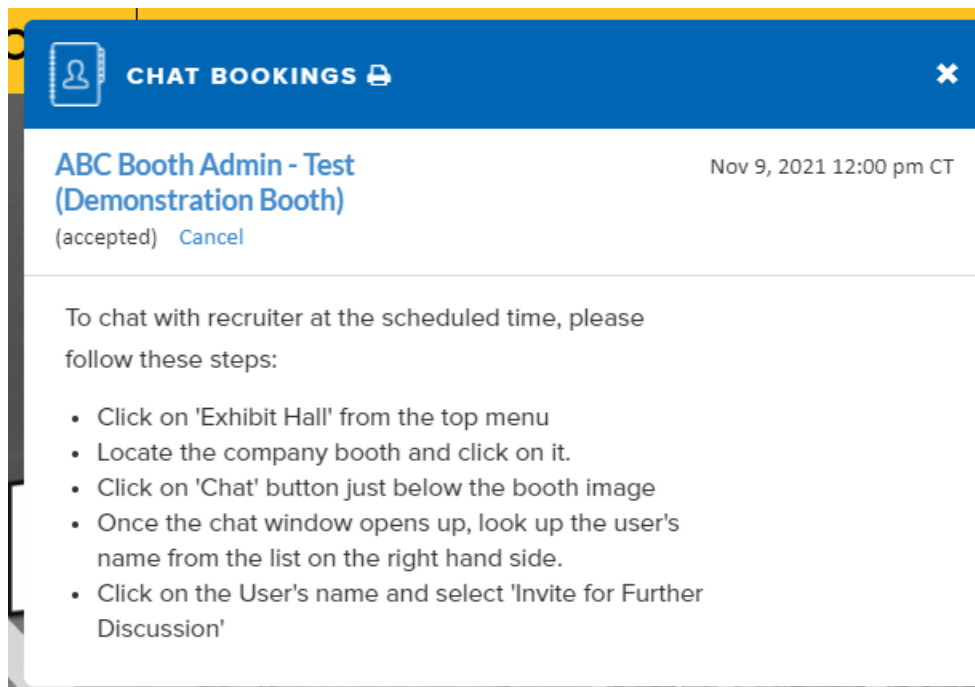
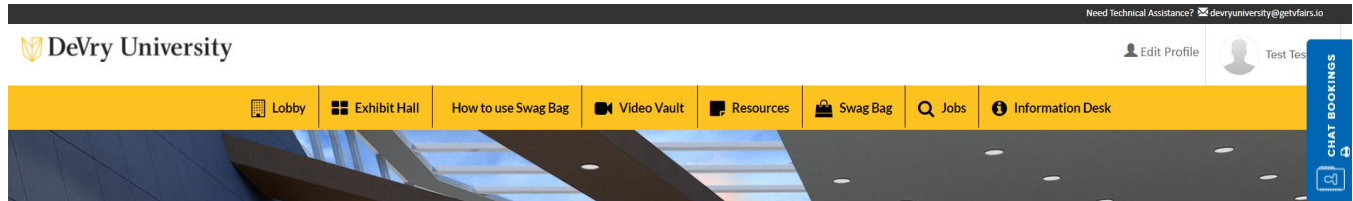
Using a chat tab, you can do the following:

- Join different chatrooms
- Initiate private chat with a booth rep/exhibitor (if allowed by the event organizer)
- Initiate private chat with other attendees (if allowed by the event organizer)
- Start an [audio/video call](#) with a booth rep/exhibitor (if allowed by the event organizer)
- Start an [audio/video call](#) with other attendees (if allowed by the event organizer)
- Send a file attachment (if allowed by the event organizer)

[Learn more about chat features.](#)

CHAT INVITATION

- Check your email regularly and you can expect Chat invitation requests from employers
- You will have the option of accepting or rejecting these invites
- All accepted/confirmed chat invitations will be visible to you from Chat Booking



- At the scheduled time, click on the Employer name and automatically the one-on-one chatroom window will open.

[Learn more about chat invitation.](#)





JOBS

Showcases all jobs offered by the employers for you to review in one place.

Booth Name	Title	City
- Select -		
New York State Department of Civil Service	State Program Examiners	New York State
New York State Department of Civil Service	Information Technology Specialist	New York State
New York State Department of Civil Service	Child Protective Services Specialists	New York State
New York State Department of Civil Service	Medical Assistant	New York State

You can apply for the job by;

- Clicking on the Booth Name. The booth will open, you select their Jobs tab and apply by clicking "View Details"


 DESCRIPTION
 VIDEOS
 DOCUMENTS
 JOB VACANCIES

Project Coordinator

City: Number of vacancies:

Education: View Details

- OR Clicking on the title of the job and clicking "Apply for this job"

 Job details
✕

Apply for this job

Job Title :	State Program Examiners
City :	New York State
Number of vacancies :	5
Weekly Working Days:	
Daily Working Hours:	
Duration In Weeks:	
Salary :	null
Job Description :	State Program Examiners assist in the financial and performance audits of all state departments, agencies, institutions and authorities, directed at financial accountability, management effectiveness and efficiency, and program performance.

Apply for this job