This event is not a live event. If you are inquiring about a demo of our product please visit https://www.premiervirtual.com/contact-us.php
Call us at 561-337-9137.

REGISTER

LOGIN
Register

Email Address *
training@training.com

CANCEL NEXT
Register

Company name
Company name is required

Contact first name
Contact last name

Password
Confirm password

By clicking "Create account", I accept the Terms of Service.

CANCEL  CREATE ACCOUNT
Register

Please select sub events you would like to register to:

- Location
- Industry
- Degree Program
- Sponsorship Page
- Speakers
This is your company Dashboard:
Upload your company logo (.png or .jpeg)
FAQ/Best Practices has training videos and all the info to set up your hiring room.
Click on Profile Tab and go to edit:
Your company info will be there from registration. This is for main recruiter.
Each recruiter will see this but logged in as themselves.
Username is your email.

Organization Overview
- Brief company bio
- Custom links
- Website or other links you want to showcase
Insert Social media
Click Save
Click on booth preview:
The information you put in your profile will be there. Job vacancies will be entered on another page.

This is what a candidate view looks like.
Recruiter Tab – Adding recruiters:
Each recruiter will have their own login to your virtual room.
They can create customized pre-defined messages to send to candidates when chatting.
Job Vacancies Tab – Add your jobs:
Add all your open positions to your hiring room. Title, Location and # of vacancies
Target where you want your booth to show

There is no limit to jobs but candidates see top 4 without having to scroll
My Events Tab:
Click on Enter Booth.
You only need one profile and you can have all events in there.
This is your virtual hiring room.

1. See real time resume submissions
2. As a candidate enters your room, you see them in visitor tab
3. Click on candidate name to start a chat (highlights blue when new chat)
4. Send predefined messages or type messages
5. Click on blue video icon to start a video chat
Here you can view all the submitted resumes and candidates that visited your virtual hiring room.

This can all be downloaded by requesting report. You will be emailed the resumes and a spreadsheet of their info.

The action tabs gives you the ability to:

- Download their resume.
- Leave notes about candidate
- See candidate actions in your hiring room
1. Organization bio to see what your Org does.

2. This is where they view job vacancies and submit their resumes.

Candidates can start chat or you can start chat with them.

1. These are the custom links you added in profile.
From the Team here at Premier Virtual, we wish you the best of luck at the career fair...