Please find below the two part registration/participation process and deadlines associated with each schedule format option for the day. If you have any questions, please contact Courtney Frost, Career Coach - College of Engineering, at cfrost6@lsu.edu.

Please note- Employers will only consider you for an interview if you submit your resume via Handshake for every opportunity in which you are interested and qualified.

**PART I: Moodle Quiz**

**Before September 18th:** Complete the Moodle Quiz

Students who plan to participate in CID for the first time MUST complete a mandatory Moodle quiz. Students who previously completed this will automatically be granted CID access and will not have to take this step this semester.

To participate:

- Visit [http://community.moodle2.lsu.edu/course/view.php?id=88](http://community.moodle2.lsu.edu/course/view.php?id=88) to gain access to CID online Information Session.
- Upon logging in for the first time, you will be asked if you would like to enroll in the course. You will be required to enter the enrollment key only once. The enrollment key is: cid
- You will then be enrolled in the course and it will be available on their main page on subsequent visits to the Community Moodle2.
- Review the Online Workshop (it's a narrated PowerPoint) posted in the site.
- Take the CID Info Session Quiz in Moodle (you must receive an 85% to gain access) by September 18th!
- Once you complete the Moodle Quiz, you will not have immediate access to apply for the CID positions in Handshake. Please give 2 business days for your status to change in Handshake.

**PART II: Handshake**

**August 21st – September 25th:** Resume Submission for a Preselect Schedule

Students who meet the employer specified requirements can submit resumes to individual companies of interest through Handshake until the September 25th deadline. After the submission deadline has passed, students will not be able to apply to the CID postings. Companies post jobs at varying times, so be sure to check the system frequently.

Employers will select their primary candidates by noon on September 30th. Students will be able to check their interview status in Handshake at this time. Students selected as “Primary” will begin choosing interview timeslots via Handshake on October 1st. Timeslots are not guaranteed, so sign up early. Students selected as “Alternate” will be able to select any remaining interview timeslots on October 4th. The signup deadline is October 4th.

**September 20th – October 4th:** Interview Timeslot Signups for Open Schedules

Eligible students can self-select an interview timeslot for Open Schedules in Handshake beginning September 20th. Companies post jobs at varying times, so be sure to check the system frequently before the October 4th signup deadline.

**Room Only Schedule**

Companies can pull resumes from Handshake on their own and create their interview schedule for the day by contacting students directly. Each company will reach out directly to the students to coordinate the interview time for the day.

**Career Fair Opportunity:**

An open career fair will be held from 9:30-10:30 am. Students who were not selected for interviews can use this time to network with employers and distribute résumés. Employers can fill open interview slots during this time. Underclassmen not looking to interview are encouraged to attend and begin learning about and networking with the participating companies. Outside of 9:30-10:30, 30-minute interviews will be held.