

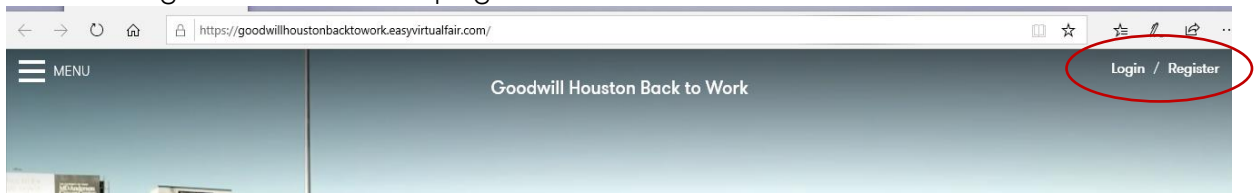


Thank you for joining Goodwill Houston's virtual hiring event!

We hope to make your virtual experience as seamless as possible so that you can focus on highlighting your strengths to our employers. Follow these steps to navigate our virtual platform:

1. Click on the following link to be directed to the registration platform:
<https://goodwillhoustonbacktowork.easyvirtualfair.com/>

2. Click the Register button in the top right corner.



3. Complete the Virtual Fair Register.
4. Once you have completed the registration and logged in, it is time to explore the platform!
 - a. Click on the blue arrow next to the Goodwill logo to watch a message from our President and CEO. Goodwill Houston is always looking for talent to join our team.

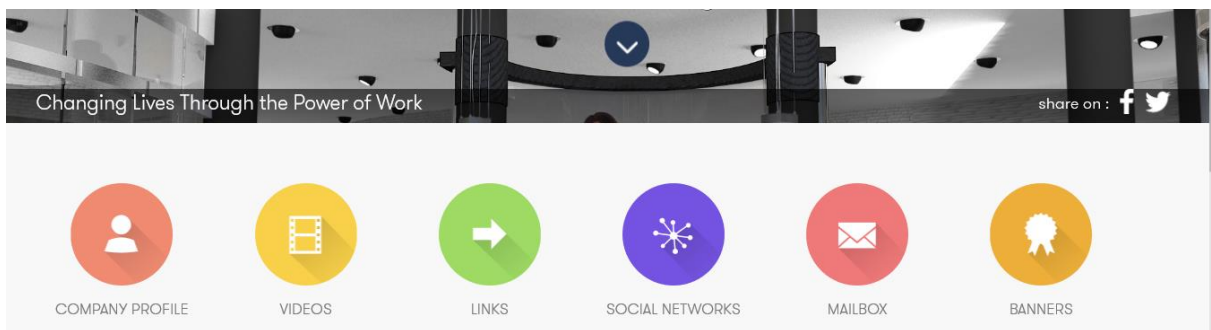


- b. Next, click on the blue arrow pointing down to view our employer listing. This area is the SHOWFLOOR.
5. Click on any of the employers listed to be directed to their virtual booth.
Each employer booth features different links to learn more about the employer, the candidates they are looking for and their available positions.
 6. Click on the blue arrow at the bottom of the virtual booth to explore the employers linked information.

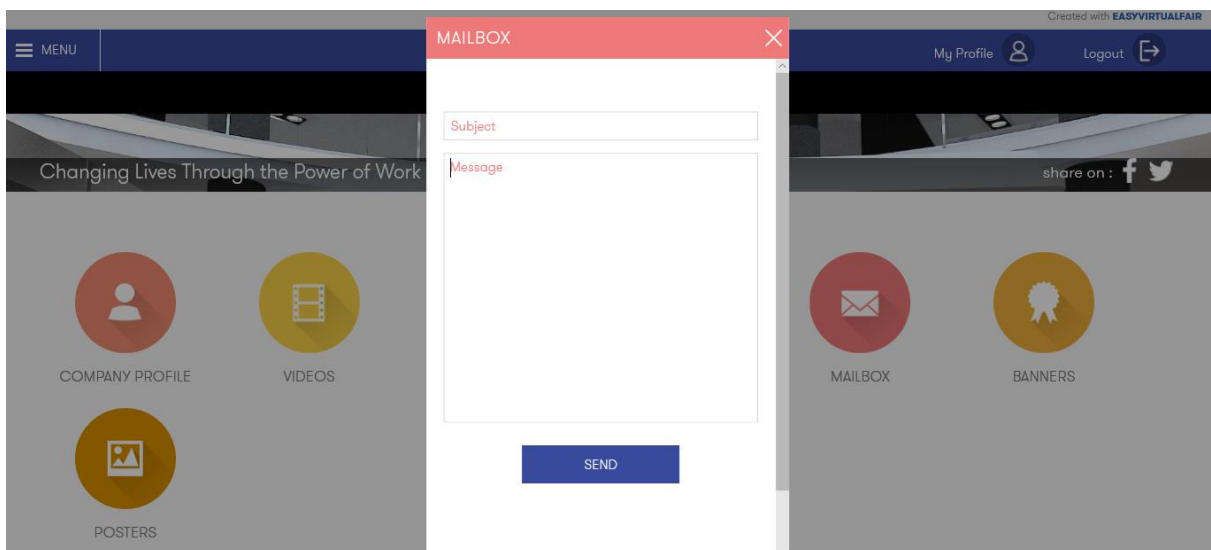


The customized employer links often feature a company profile, videos, links, social networks, mailbox and banners as shown below.

Click on each icon to open and read the content in each category.



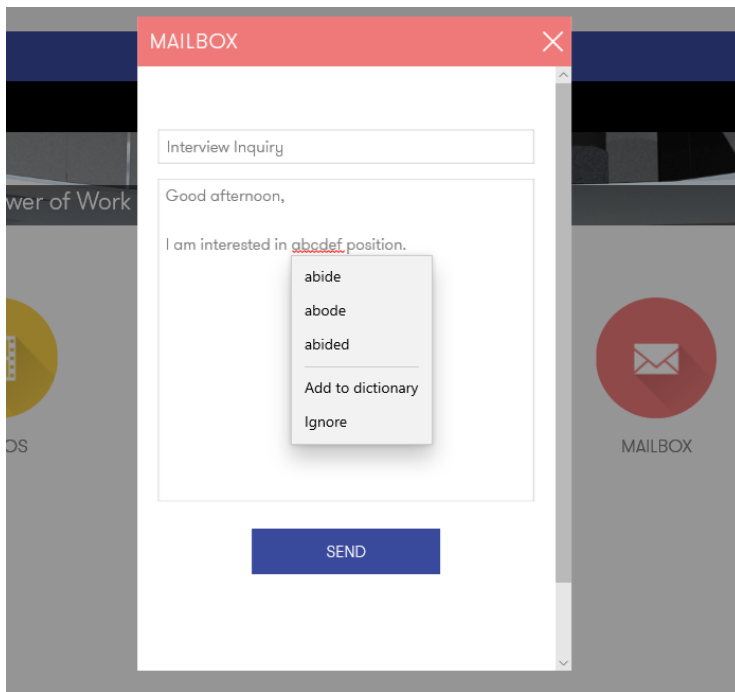
7. When you have found an employer you are interested in connecting with, click the mailbox icon. This will open up a chat feature linked directly to the hiring representative of the employer. The chat feature will look like this:



Enter a subject and your message.

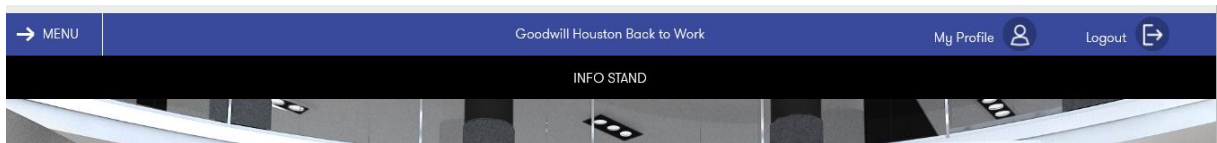
Remember to read over your content before pushing send to avoid spelling or grammatical errors. You want to present your best self to the hiring manager.

For your convenience, text spelled incorrectly will show up as underlined in red. Right click on the underlined word to reveal possible word corrections.



Please note: you must have completed the Registration outlined in step 1 and 2 to utilize this chat feature.

8. To return to the home page listing all employers, click the MENU button at the top left of the screen.



This will unveil a drop down. Click HOME from the drop down menu to be redirected.

9. Continue to follow steps 6-7 to connect to other employers.