



Orientación ¿Cómo utilizar la plataforma Handshake?

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¿Cómo utilizar
la plataforma
Handshake?



Agenda

Orientar a los estudiantes sobre cómo registrarse en la plataforma Handshake.

Explicar el proceso de inscripción para acceder a la feria virtual de otoño 2021.



¿Qué es Handshake?



Es una plataforma especializada, diseñada para que estudiantes universitarios y exalumnos de la FAE puedan conseguir:

- ✓ Internados dentro o fuera de PR
- ✓ Empleos dentro o fuera de PR



A través de
Handshake
puedes...



Descubrir más de 3,000 organizaciones

✓Compañías

✓Organizaciones sin fines de lucro

✓Agencias del Gobierno



1. Pasos para
abrir y
activar una
cuenta en
Handshake



Ir a tu buscador favorito y escribir el nombre de la plataforma



A screenshot of a Google search for "Handshake". The search bar contains the word "Handshake". Below the search bar, the results show "Cerca de 103,000,000 resultados (0.62 segundos)". The first result is from "https://joinhandshake.com" with the title "Handshake: Students". The description says "Handshake is the #1 way college students find jobs. Join today to explore career options, find jobs and internships for students, and connect with employers...". There are several sections: "Handshake" (with a logo image), "How It Works", "Employers", "Who's Hiring", "Join us", and "About". At the bottom, there is a section for "Preguntas relacionadas" (related questions) with questions like "What is handshake used for?", "What is handshake post?", "What is handshake career services?", and "Is handshake in the UK?".



Escoger la opción de Handshake Students e ir a "Sign Up"

The image shows a composite of two screenshots from the Handshake website. The left screenshot displays the main landing page with the headline "The #1 way college students get hired" and a "Sign up" button. The right screenshot shows a section titled "Let's find your next job" with a form to enter an email address and a "Send" button. An arrow points from the "Sign up" button in the left screenshot to the "Let's find your next job" section in the right screenshot.

Handshake

Home How to use What's New Career Site Sign up

Handshake is hiring! Join us to make a big impact. View current roles.

The #1 way college students get hired

Find the right job. Get hired.

Enter your job email address Sign up

Let's find your next job

Join Handshake's community of students, advisors, and employers to find internships, jobs & jobs with more. Get started by creating a free account today or log in.

Job email address

Send

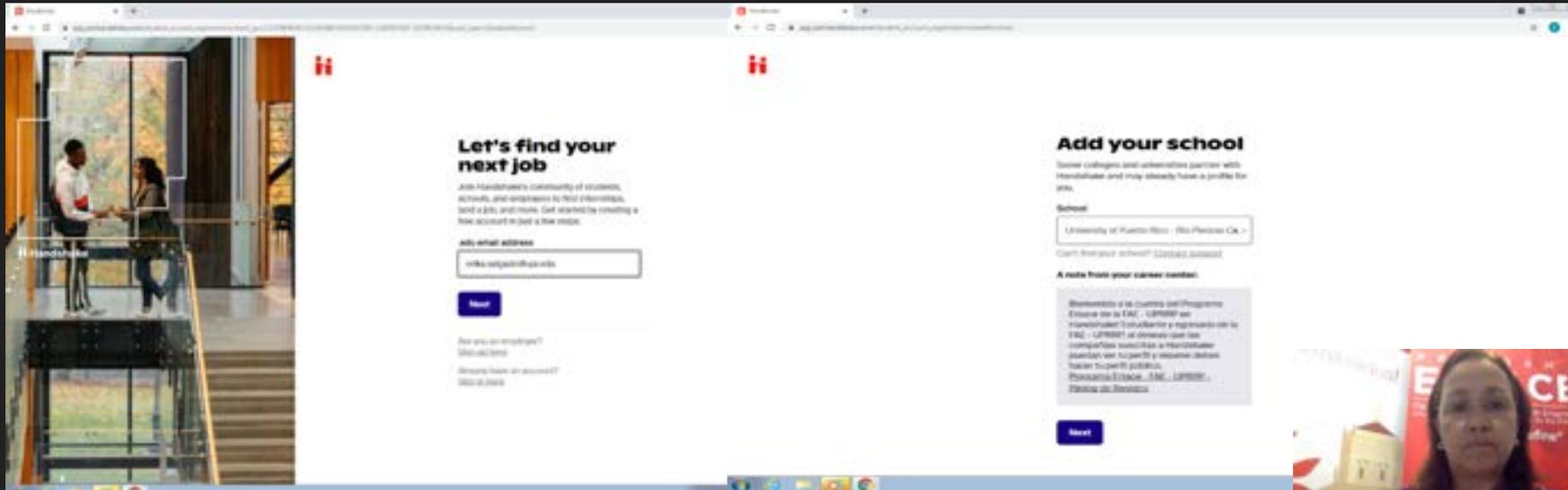
Are you a student?
Yes No

Are you an employer?
Yes No

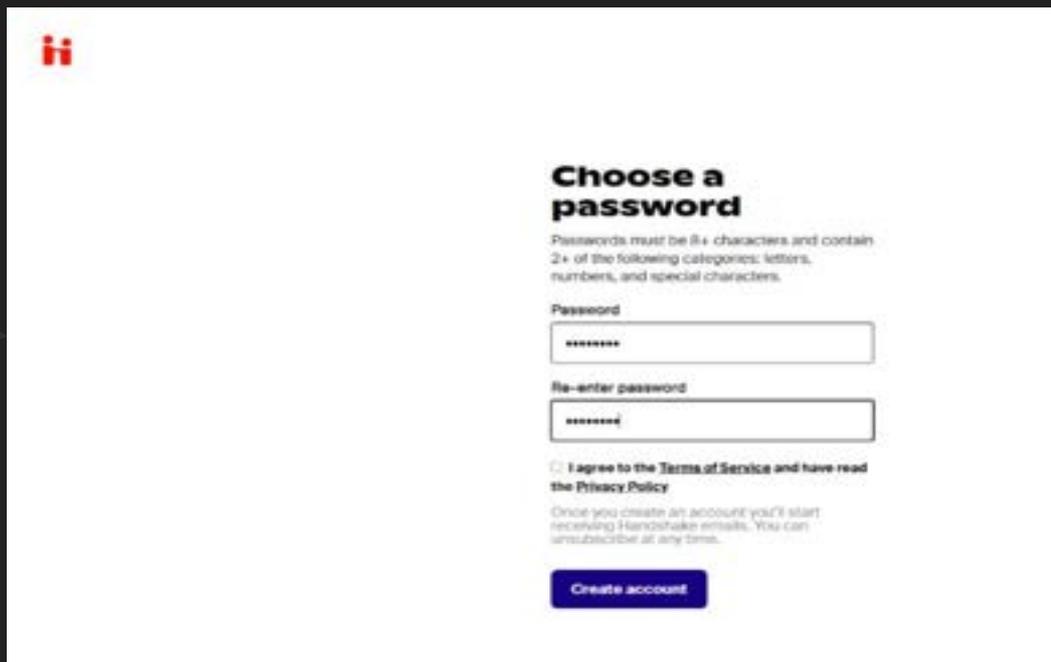


Una vez le des click a **"Sign Up"**, escribes tu correo institucional y oprimes la opción **"Next"**.

Te aparecerá la opción de añadir tu universidad y seleccionas: **Universidad de Puerto Rico - Recinto de Río Piedras**



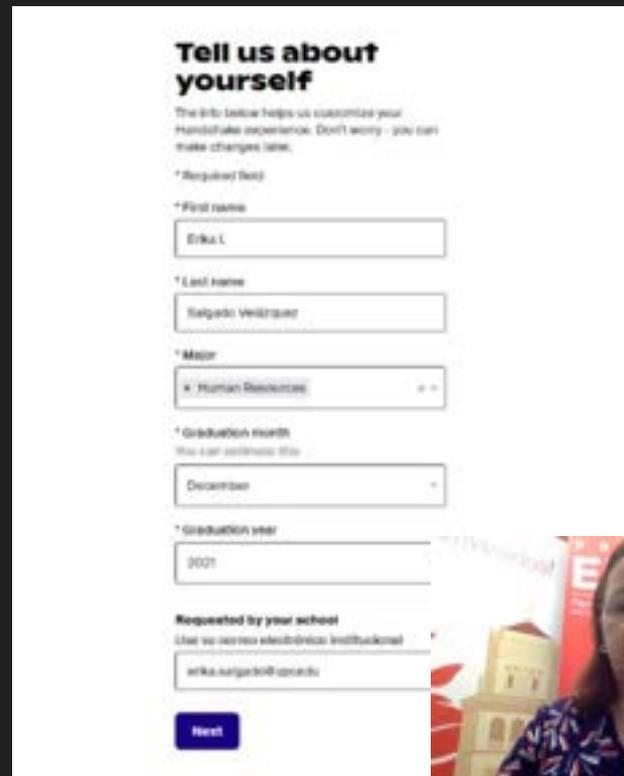
Después de seleccionar la universidad, creas una contraseña y aceptas los Términos y Condiciones. Finalmente, oprimes la opción **“Create Account”**.



The screenshot shows the 'Choose a password' step of the account creation process. It features the Handshake logo in the top left corner. The main heading is 'Choose a password'. Below this, there is a requirement: 'Passwords must be 8+ characters and contain 2+ of the following categories: letters, numbers, and special characters.' There are two input fields: 'Password' and 'Re-enter password', both containing masked characters. Below the fields is a checkbox labeled 'I agree to the Terms of Service and have read the Privacy Policy'. A note below the checkbox states: 'Once you create an account you'll start receiving Handshake emails. You can unsubscribe at any time.' At the bottom, there is a blue button labeled 'Create account'.



Una vez le des a la opción de **"Create Account"**, te va a pedir información básica y al final, oprimes **"Next"**.



Tell us about yourself

The info below helps us customize your Handshake experience. Don't worry - you can make changes later.

* Required text

* First name

* Last name

* Major

* Graduation month

* Graduation year

Requested by your school
Use an access email from your institution

Next



Activa tu
cuenta con el
correo -e
upr.edu

Tus datos como estudiante activo de la
FAE ya fueron migrados a Handshake

- ✓Concentración
- ✓Año de Estudio
- ✓GPA
- ✓Email upr.edu



Una vez oprimes **"Next"**, te enviarán un **Email** para confirmar tu cuenta y seguir las instrucciones.



Check your email

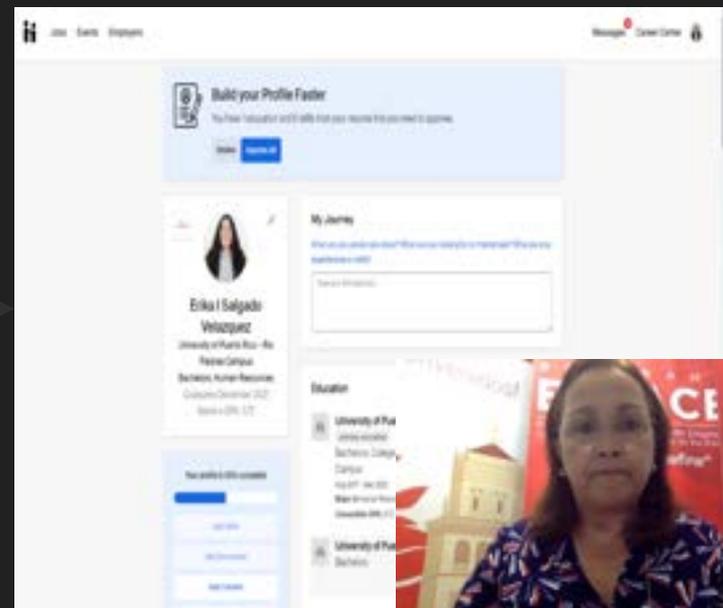
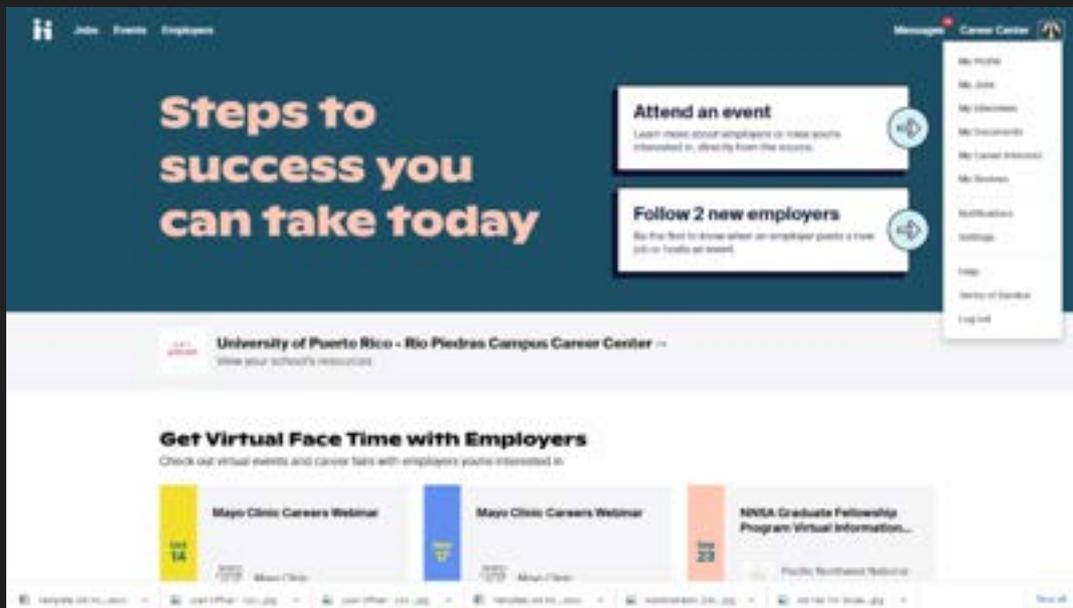
We sent a confirmation to the email below.
Please follow instructions in the message to
confirm your account.



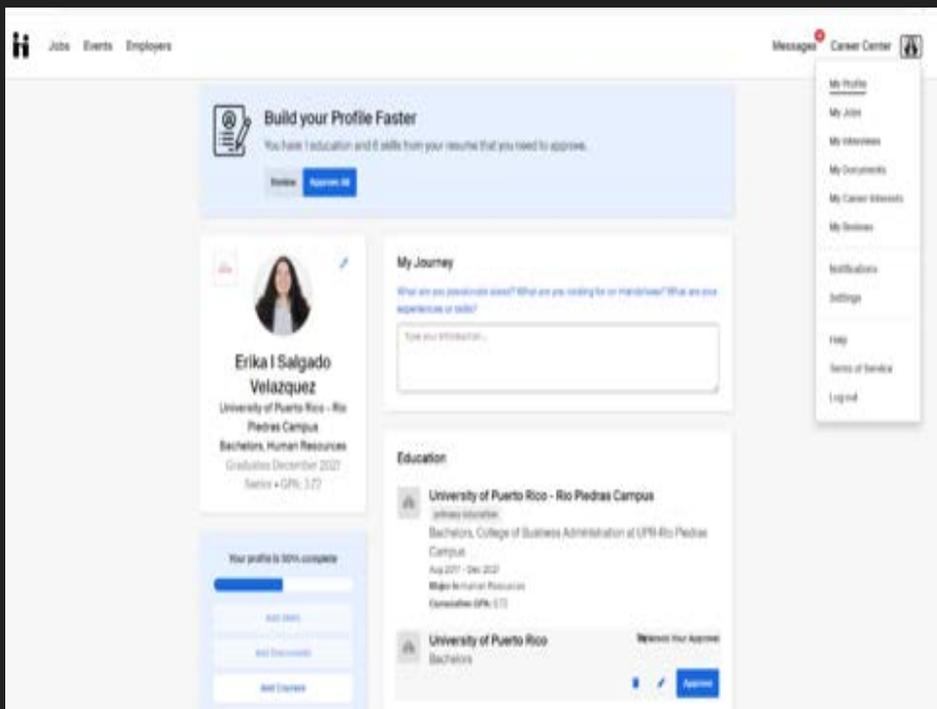
2. ¿Cómo Utilizar Handshake?



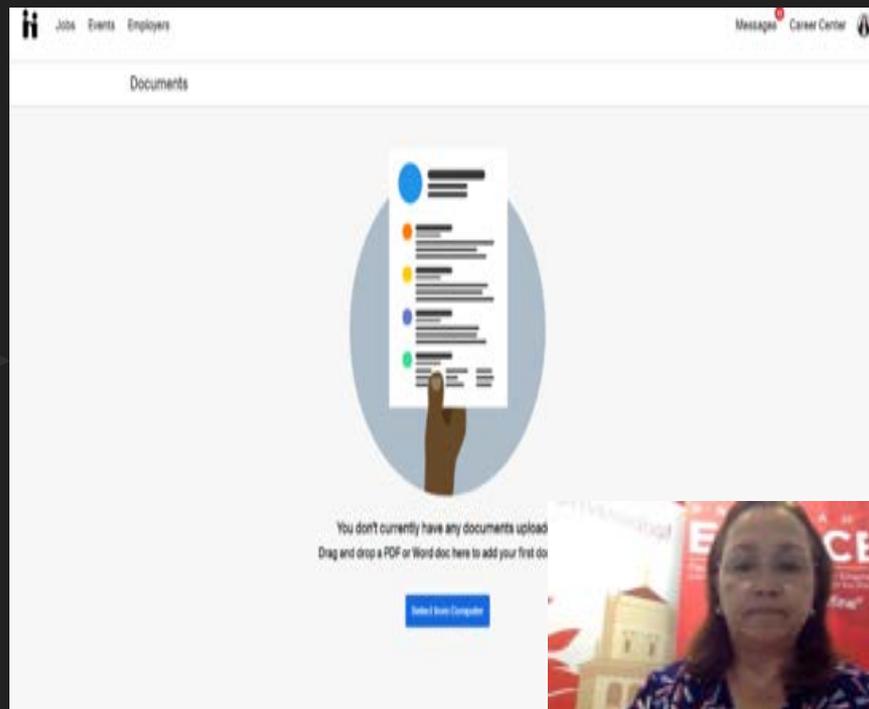
Una vez dentro de la plataforma, oprime el botón circular al lado de **"Career Center"** y le das click a la opción **"My Profile"** para poder cumplimentar tu información.



Si quieres subir tu resumé a la plataforma debes oprimir la opción de **“My Documents”**.

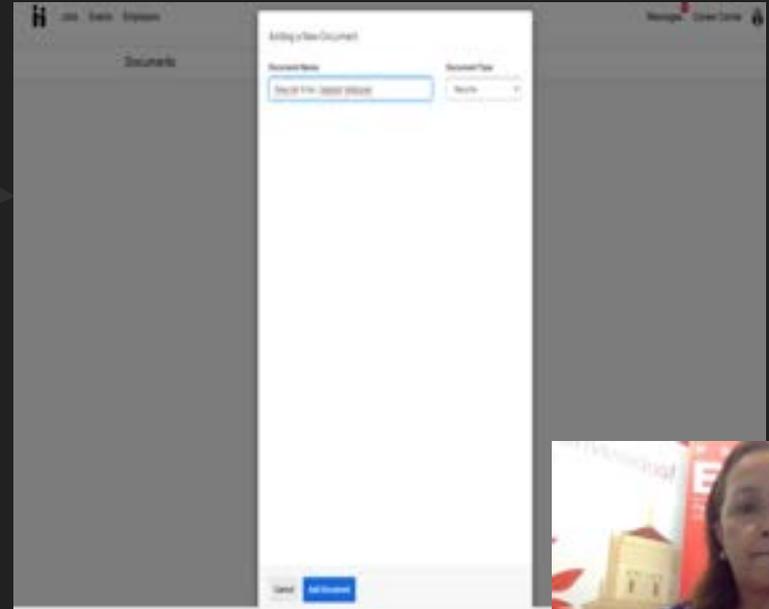
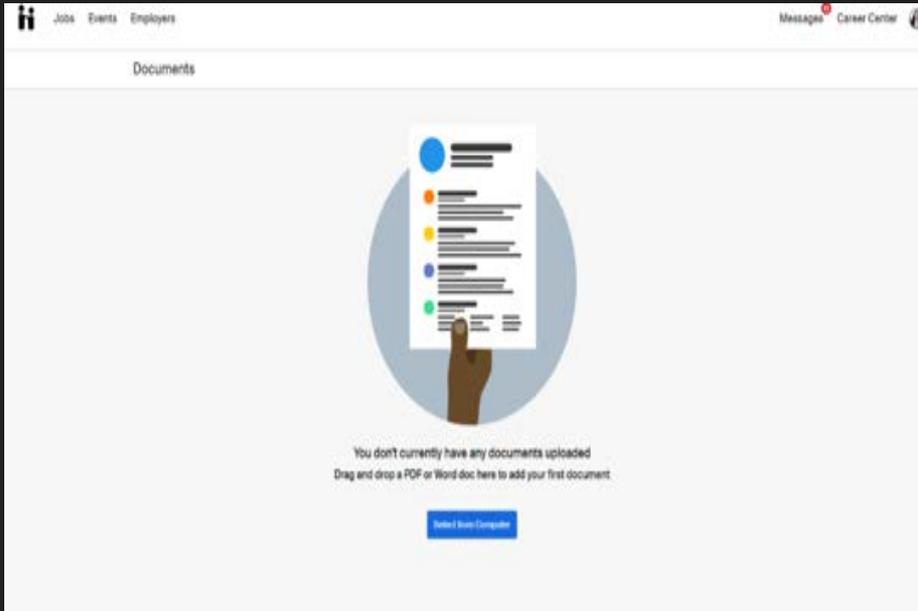


The screenshot shows a LinkedIn profile for Erika I Salgado Velazquez. The profile includes a profile picture, name, university (University of Puerto Rico - Rio Piedras Campus), and degree (Bachelor's, Human Resources). A navigation menu is open on the right side, with 'My Documents' highlighted. Other menu items include 'My Profile', 'My Jobs', 'My Interests', 'My Career Interests', 'My Sections', 'Notifications', 'Settings', 'Help', 'Terms of Service', and 'Logout'. The main content area shows a 'Build your Profile Faster' banner, a 'My Journey' section with a text input field, and an 'Education' section listing two degrees from the University of Puerto Rico.

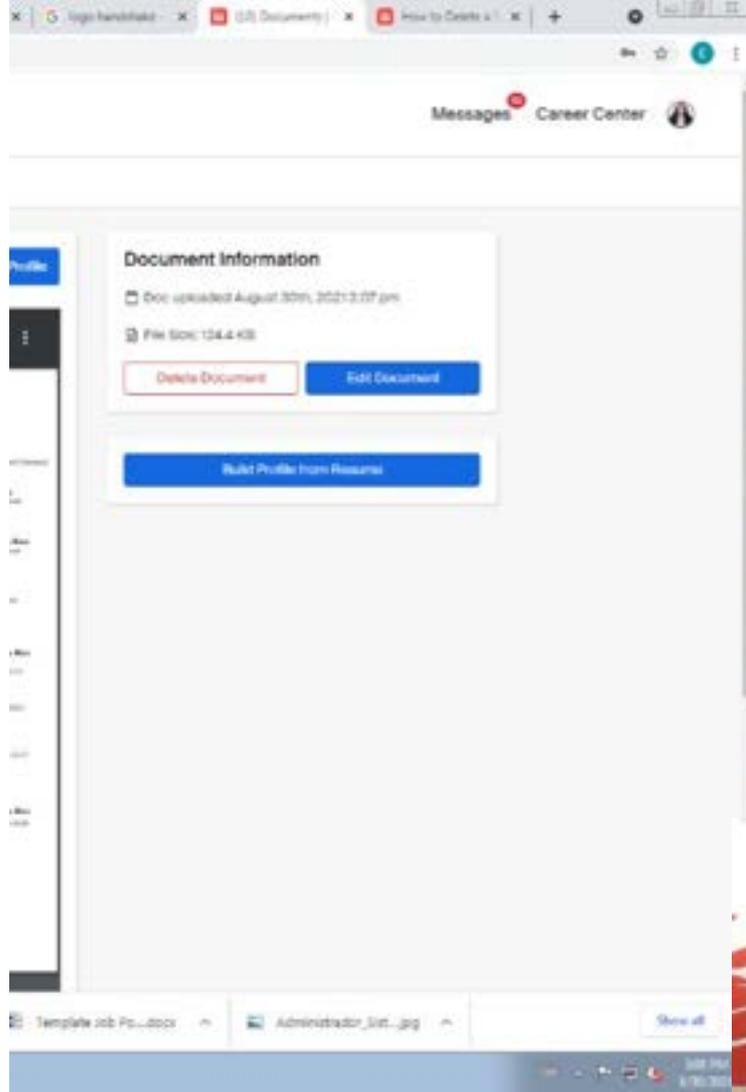


The screenshot shows the 'Documents' page on LinkedIn. The page title is 'Documents'. A large graphic shows a hand pointing to a document icon. Below the graphic, the text reads: 'You don't currently have any documents uploaded. Drag and drop a PDF or Word doc here to add your first doc.' A blue button labeled 'Add 1 from Computer' is visible at the bottom right. In the bottom right corner, there is a small inset video of a woman speaking.

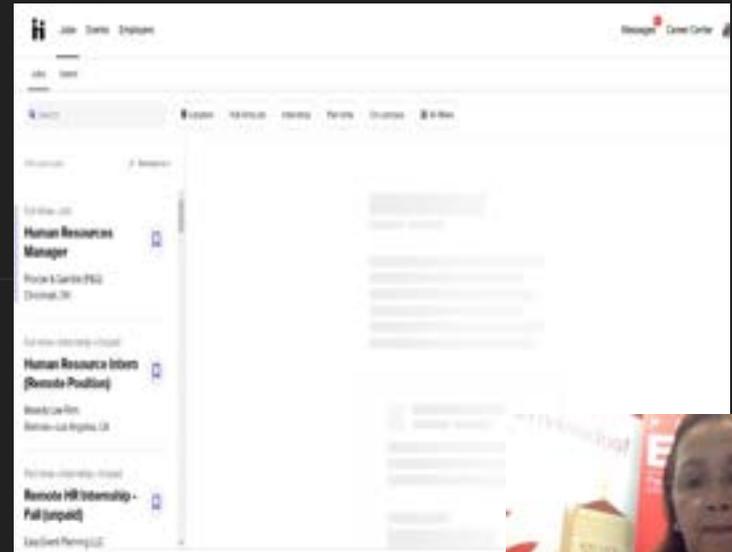
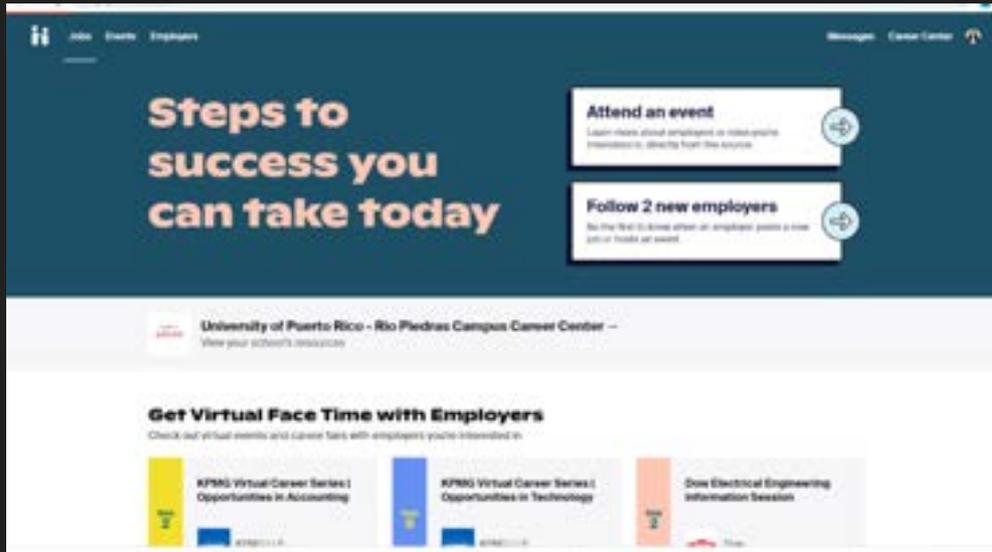
Dentro de **“My Documents”** , oprimes **“Select From Computer”** y subes el documento de tu resumé.



Una vez has subido el documento del resumé, te brinda la opción para que sea visible en tu perfil.



Para poder ver las diferentes ofertas de empleo, entonces, oprimes **"Jobs"**.



Recuerda
registrarte en la
**Feria virtual de
empleos e
internados Otoño
2021**
que coordina el
Programa Enlace.



SAVE THE DATE

Feria virtual por
Handshake FAE
viernes, 29 de octubre de 2021
10:00 a.m. – 4:00 p.m.



An overhead view of a meeting around a wooden table. Several people are seated, working on laptops and tablets. One tablet displays '85.00%'. A black banner with white text is overlaid on the image.

Muchas gracias

