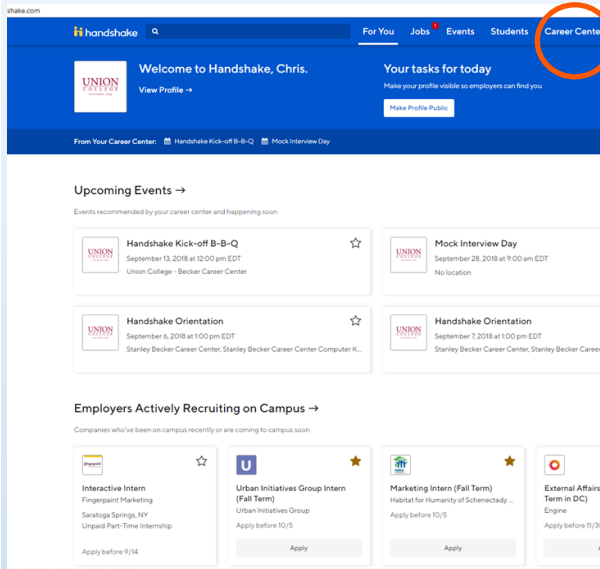


How to Schedule a Career Center Appointment ONLINE



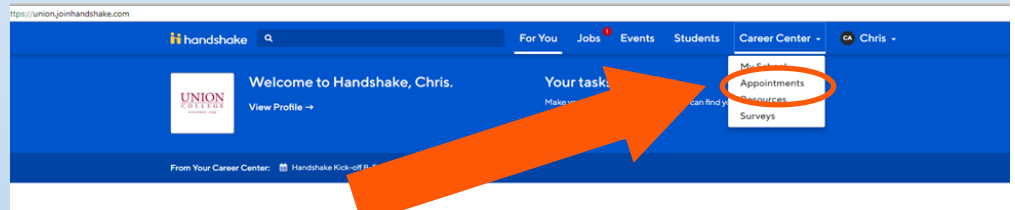
Log on at union.joinhandshake.com and use your Union sign-on and password



Click the “Career Center “ drop down menu



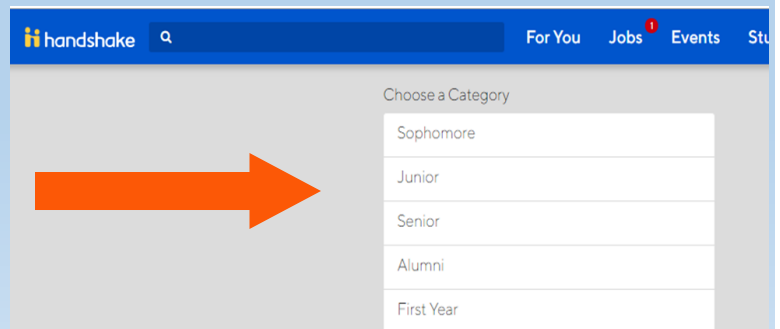
Select “Appointments”

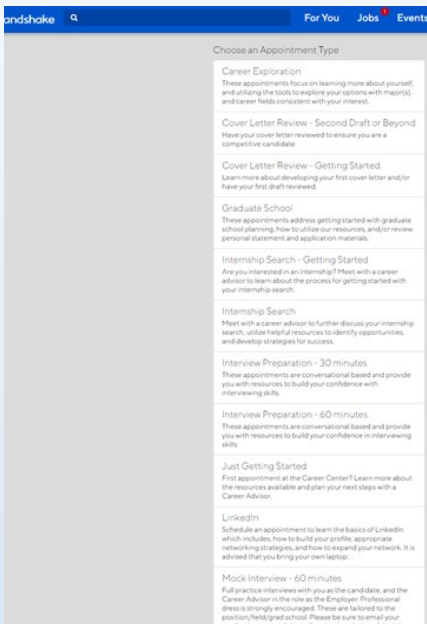


Click the “Schedule a New Appointment”



Select your year





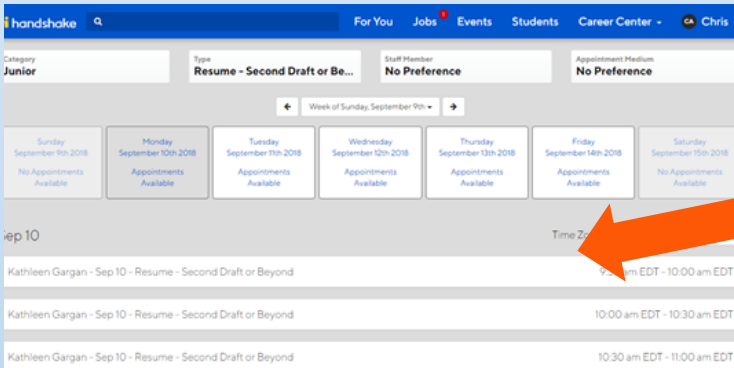
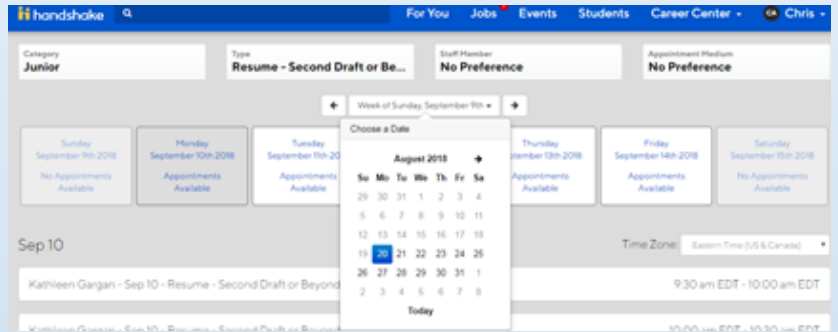
Scroll for more options

5

Select an Appointment Type

6

Click on "Week of" to view available appointments for the week you are interested in.

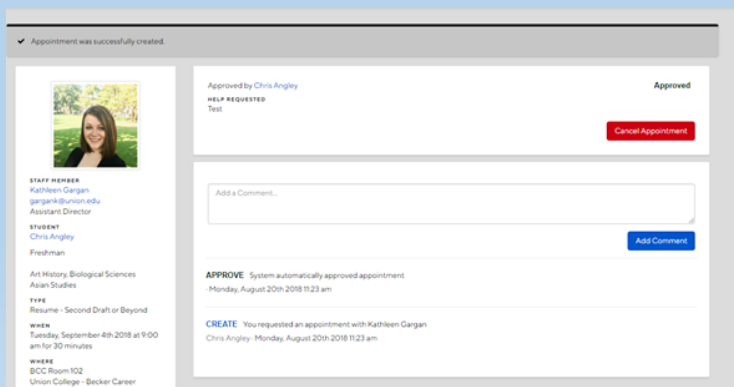
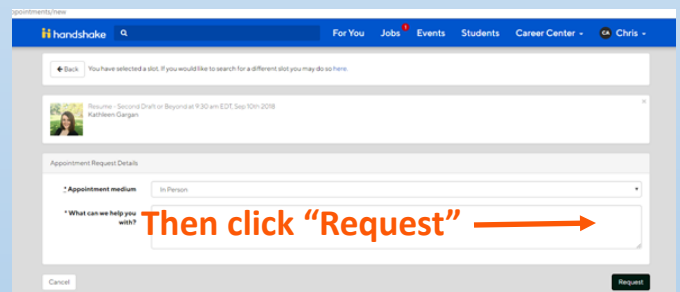


7

Click on the Appointment You want to request.

8

Tell us what you would like to work on during your appointment, or any specific questions that you have.



9

Congratulations! You have successfully scheduled a Career Center Appointment online!

QUESTIONS?

Call us at 518.388.6176 or drop by the Becker Career Center