Employer’s Guide

To be of greatest value, the Employer’s Guide should be given to those representing your organization at the Career Fair, as well as to those making travel arrangements and coordinating trip logistics. Recruiters with disabilities who may need assistance should call 812-856-4322 to discuss specific requests.
Thank you for registering for the Fall Career Fair. Please read the following information carefully to properly arrange your visit. We look forward to seeing you at the Career Fair!

Schedule of Events

**Accelerator Reception (by invitation only)**
Wednesday, September 9, 2015 • 4:00–5:30 pm
Indiana Memorial Union, Frangipani Room
900 E. 7th Street, Bloomington, IN 47405
The Accelerator Reception is an event inviting representatives from companies participating in the Accelerator Corporate Giving Program to meet high achieving students from the School of Informatics and Computing. For more information, please contact Staci McFall at sgmcfall@indiana.edu.

**Employer-Faculty Reception**
Wednesday, September 9, 2015 • 5:30–7:00 pm
Indiana Memorial Union, University Club
900 E. 7th Street, Bloomington, IN 47405
The Employer-Faculty Reception invites employer representatives and faculty members from the School of Informatics and Computing to network informally and share ongoing trends and developments in both the classroom and in industry.

**Career Fair**
Thursday, September 10, 2015 • 11:00 am–4:00 pm
Bloomington Convention Center
302 S. College Avenue, Bloomington, IN 47403
Employers may begin setting up their Career Fair booths at 9:30 am. Lunch will be served 12:00–2:00 pm.

Cancellation Policy
Cancellation requests must be received in writing to Frances Adjorlolo at fadjorlo@indiana.edu no later than Tuesday, September 1, 2015 to be eligible for a refund (less a $20 cancellation fee for paid registrations). No refunds will be issued after that date.

Displays and Materials

**Career Fair Display**
All registrations include an 8-foot table for your display, wireless access at the venue, and access to electricity at your table.

**Shipping**
If you plan to ship displays and other company materials, you MUST follow these shipping instructions.

Shipments must arrive on exactly September 9th. All shipments must be marked with your company name, the event date, and the event name. You MUST include “HOLD FOR INFORMATICS AND COMPUTING” on all boxes. If you are shipping more than one box, indicate how many boxes are being shipped (e.g., 1 of 3, 2 of 3, 3 of 3).

You may use the pre-printed shipping label(s) (compatible with Avery label 5164 - download in MSWord or PDF format) or address your materials as follows.

**Ship to:**
Bloomington Monroe County Convention Center
302 South College Avenue
Bloomington, IN 47403
HOLD FOR INFORMATICS AND COMPUTING CAREER FAIR
September 10, 2015
Box # ____ of ____

**PLEASE NOTE:** The School of Informatics and Computing and the Bloomington Convention Center do not assume responsibility for the shipment or post-event storage of employer displays or other materials. EMPLOYERS ARE RESPONSIBLE FOR ARRANGING THEIR OWN POST-EVENT PICK-UPS WITH SHIPPING VENDORS. Local shipping companies include Fed-Ex (1-800-463-3339), UPS (1-800-742-5877), and USPS (1-800-275-8777).

**Career Fair Display**
All registrations include an 8-foot table for your display, wireless access at the venue, and access to electricity at your table.

To unload and set up your Career Fair display, you may pull up to the curb near the south entrance of the Convention Center. Volunteers will be available to assist you.

**Travel and Lodging**

**Travel by Plane**
The primary commercial air service to Indiana University is provided by the Indianapolis International Airport (IND), located 50 miles north of Bloomington. From the Indianapolis International Airport, you can rent a car or take a shuttle to Bloomington.

- **Go Express Travel**, 1-800-589-6004
- **Star of America**, 1-800-228-0814

Please allow for at least 1 hour and 30 minutes of travel time between Indianapolis and Bloomington.

**Travel by Car**
Detailed driving directions can be found on the Bloomington Convention Center website at www.bloomingtonconvention.com. There is plenty of FREE on-site parking at the Bloomington Convention Center.

**Suggested Lodging**
Courtyard Marriott (connected to the Convention Center)
310 S. College Avenue, Bloomington, IN 47403
(812) 335-8000

Biddle Hotel (Indiana Memorial Union)
900 E. 7th Street, Bloomington, IN 47405
(800) 209-8145

**Dining Suggestions**
Bloomington offers many great dining options, and an excellent dining guide can be found at www.magbloom.com/dining-out.
Hosting On-Campus Interviews

Participating in on-campus interviews is an excellent opportunity to improve your company’s presence with students and often contributes to a more successful recruiting season. The Career Services Office offers two options for hosting on-campus interviews.

Option 1

Next-Day Interviews
Friday, September 11, 8:00 am–5:00 pm
Indiana Memorial Union – Alumni Hall
900 E. 7th Street
For Next Day Interviews, employers are expected to build their own interview schedules. At the Career Fair, we will provide you with a blank schedule that you may use as an interview sign-up sheet. At Next Day Interviews, please give us the carbon copy of that schedule so that we may properly check in students when they arrive.

For more information about Next Day Interviews, please contact Frances Adjorlolo at fadjorlo@indiana.edu.

Option 2

On-Campus Interviews
September 21 – December 4
Informatics and Computing Career Services
919 E. 10th Street, Room 110
On-Campus Interview schedules are managed through SoIC Careers, our online job posting and interview scheduling system. We manage these schedules on a daily basis, and we will work with you to select a date and create a schedule that best meets your needs.

To request an on-campus interview date, please log into SoIC Careers. Interview dates are approved on a first come, first served basis. For more information about On-Campus Interviews or about adding non-SoIC students to your schedule, please contact Staci McFall at sgmcfall@indiana.edu.

2013-2014 Year in Review

132 companies recruited on-campus through career fairs, on-campus interviews, HCID Connect, information sessions, tech talks, employer panels, and student organization events.

1,109 interviews were conducted on-campus.

363 companies hired full-time and/or interns.

$19.3 million will be earned in full-time salaries based on 287 student-reported salaries.

SCHOOL OF INFORMATIONS AND COMPUTING
INDIANA UNIVERSITY
Bloomington