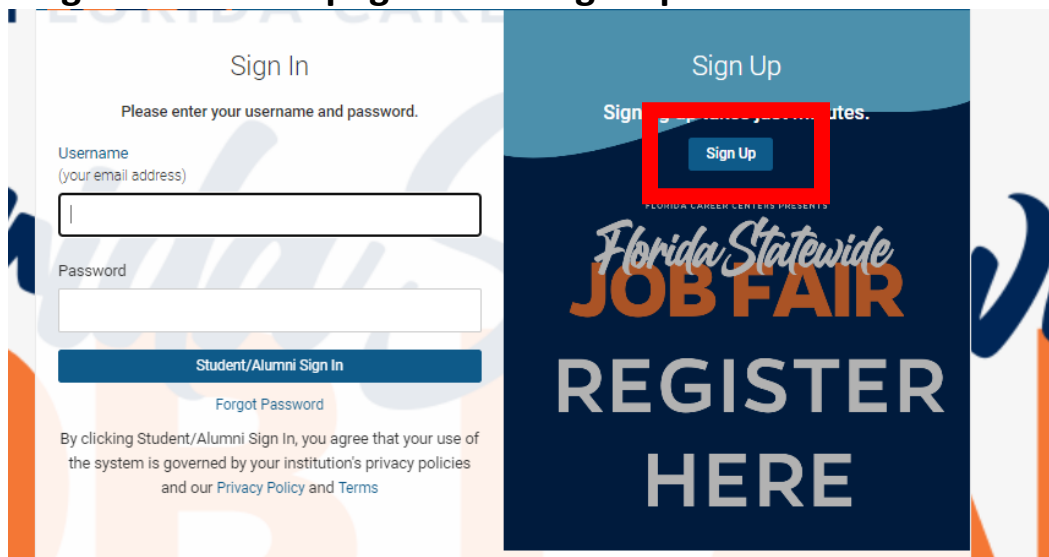


# FCC Statewide Virtual Career Fair – Student Registration & Set-Up Guide

## Create Your Account

1. Go to <https://fcc-vcf-csm.symplicity.com/students>

2. On the right side of the page select ‘Sign-Up’



3. Enter your information.

- a. Full Name
- b. Student Email
- c. School
- d. Degree Level
- e. Graduation Date
- f. Classification (Freshman, Sophomore, Junior, Senior, Etc.)

4. Verify Your Email. *You will receive an email with a verification link. Click that link and wait for the Password Set-Up email.*

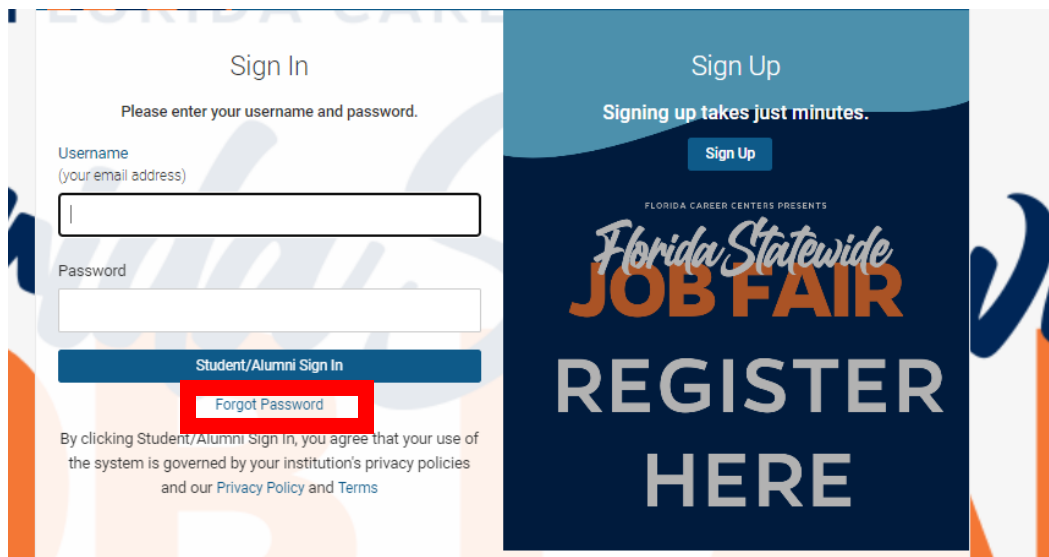
5. Create your Password. *After verifying your email, you will receive an email to create your Password. Click on the link and create your password.*

# FCC Statewide Virtual Career Fair – Student Registration & Set-Up Guide

## Upload Your Resume & Create a Profile

1. Go to <https://fcc-vcf-csm.symlicity.com/students>

On the left side of the screen log in to your account. *After you have created your account, if you ever have trouble logging in you can use the ‘Forgot My Password’ feature to get a link to set a new password.*



Sign In

Please enter your username and password.

Username  
(your email address)

Password

Student/Alumni Sign In

Forgot Password

By clicking Student/Alumni Sign In, you agree that your use of the system is governed by your institution's privacy policies and our [Privacy Policy](#) and [Terms](#)

Sign Up

Signing up takes just minutes.

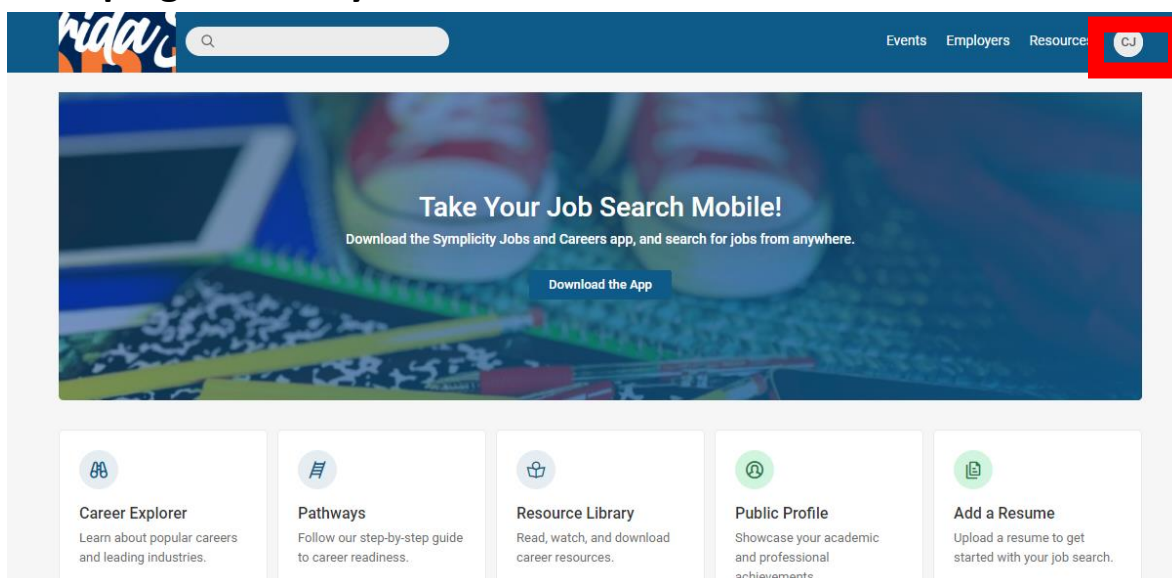
Sign Up

FLORIDA CAREER CENTERS PRESENTS

Florida Statewide  
JOB FAIR

REGISTER  
HERE

2. On the top right, select your initials:



Search

Events Employers Resources **CJ**

Take Your Job Search Mobile!

Download the Symlicity Jobs and Careers app, and search for jobs from anywhere.

Download the App

**Career Explorer**  
Learn about popular careers and leading industries.

**Pathways**  
Follow our step-by-step guide to career readiness.

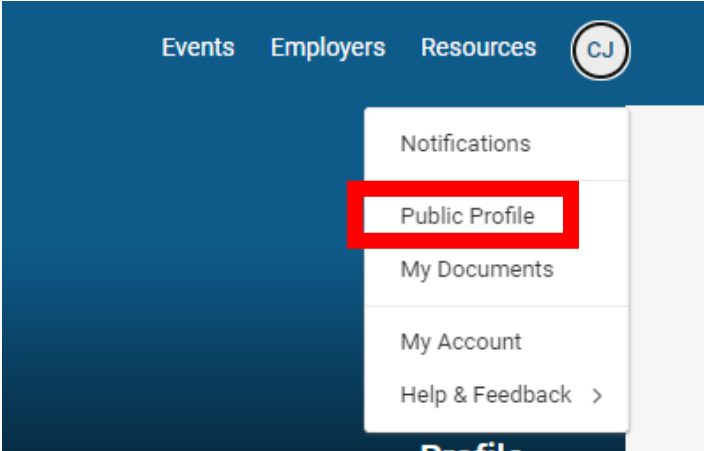
**Resource Library**  
Read, watch, and download career resources.

**Public Profile**  
Showcase your academic and professional achievements.

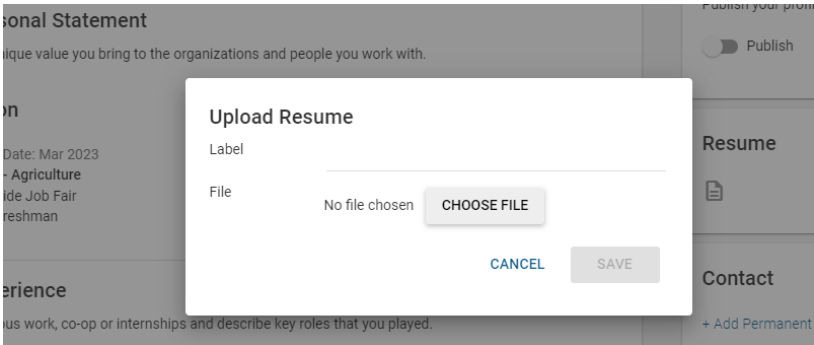
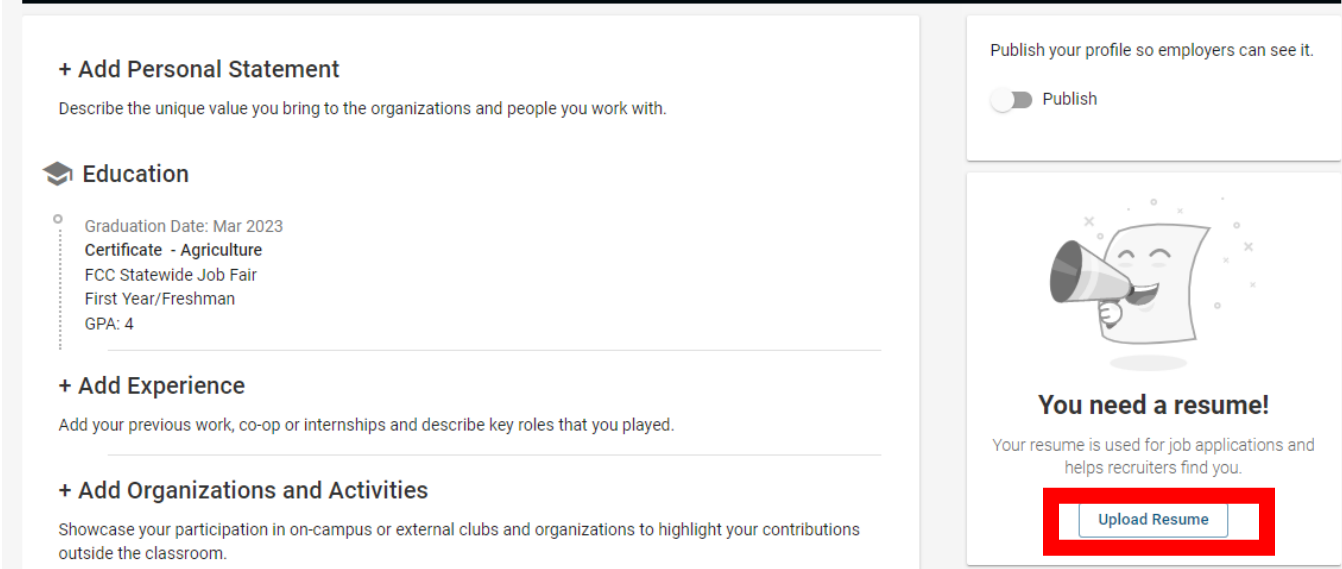
**Add a Resume**  
Upload a resume to get started with your job search.

# FCC Statewide Virtual Career Fair – Student Registration & Set-Up Guide

## 3. Select ‘Public Profile’



## 4. Upload your Resume using the link provided, and give it a name viewable to employers:



# FCC Statewide Virtual Career Fair – Student Registration & Set-Up Guide

5. **Optional: Update your profile.** You can update as many or all of the fields as you see fit including the below fields by hovering over the section, and selecting the pencil icon:

- Personal Statement
- Upload an Image
- Experience
- Organization & Activities
- Skills & Competencies
- Projects
- Contact Information



6. **Make your profile viewable to employers by selecting ‘Publish’**