FREQUENTLY ASKED QUESTIONS – Spring Career Connections Event

I. WHEN AND WHERE IS CAREER Connections Event?

- The event will be held on:
  - Wednesday, April 21st
- The event will take place from 11:00am-2:00pm MST
- The event will be virtual using the Brazen virtual platform
- Please log in to the DiggerNet system to register: https://mines-csm.symphlicity.com/employers/
- There are limited booths available, so please register as soon as possible.
- If you have questions about the Brazen platform or participating in this event, please contact James Saulsbury at jsaulsbury@mines.edu.

II. WHAT IS THE SCHEDULE FOR the Spring Career Connections Event?

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>10:30 - 11:00 am</td>
<td>Check-in and Set Up</td>
</tr>
<tr>
<td>11:00 - 2:00 pm</td>
<td>Employers meet with students over the Brazen platform.</td>
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<tr>
<td>2:00 pm – 3:00 pm</td>
<td>Overflow time</td>
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<tr>
<td>3:00 pm</td>
<td>Event Ends</td>
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III. WHAT IS THE EVENT STRUCTURE? WHAT ARE THE FEES?

Event Purpose:

- To connect employers with open positions with students and recent graduates looking for full-time or internship opportunities.

Event Requirements:

- Employers must have active open positions they are trying to fill posted in the DiggerNet system. This event is focused on making connections for summer 2021, not general networking or brand awareness.

Engagement Method:

- Employers will have the option to preschedule chats or have an open booth format for this event.
  - Scheduled Chat: The representative invites a candidate to meet with them at a specific time in the Brazen Platform.
  - Open Booth: Students in the event can enter an employer’s booth and be placed in line to speak with the next available representative.
Fees:

<table>
<thead>
<tr>
<th>Service</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Booth</td>
<td>$100.00</td>
</tr>
<tr>
<td>Second Booth</td>
<td>$55.00</td>
</tr>
</tbody>
</table>

*Note: An employer may want to have two booths if they are hiring for two different disciplines. For example, if an organization is hiring Process Engineers and Computer Science students, by having two different booths they can ensure that a Computer Science student will not end up connecting with a Chemical Process Engineer booth rep. This is not as much of an issue if you will be prescheduling all of your chats.*

IV. HOW DO I MAKE A PAYMENT?

- Payment is due within 30 days after registration or two weeks prior to the event (whichever comes first), unless written arrangements have been made with the Career Center.
- Print invoice attached to the confirmation email and forward with a check to Mines Career Center, 1200 16th Street #E180, Golden, CO 80401.
- You will receive an email when Mines receives your payment.
- For questions on invoices, contact L. Jane Cain, 303-273-3233 or lcain@mines.edu. See cancellation policy below VII.
- The preferred payment method is credit card.

V. CANCELLATION POLICY

- Cancellations must be in writing. Companies are considered registered upon form completion (whether paid or not).
- If cancelled less than 30 days before the event 50% refunds will be given.
- If the company is confirmed, but has not paid, they will be billed for the aforementioned charges incurred.

VI. ACCESSIBILITY

Those individuals participating in Career Center activities who have accessibility needs, concerns or requests are encouraged to contact Jane Cain at 303-273-3233 or lcain@mines.edu.

VII. BRAZEN PLATFORM

After your reservation has been confirmed, you will receive information about how to best use the Brazen platform along with best practices for recruiting in a virtual environment.

*If you still have questions, please contact Mines Career Center at 303.273.3233 or careercenter@mines.edu*