

# STUDENT HANDSHAKE GUIDE: SCHEDULE AN APPOINTMENT WITH PLACE



1. Go to [roanoke.joinhandshake.com](https://roanoke.joinhandshake.com) and login with your Roanoke College email.
2. After you are logged in, select **Career Center** on the top right of your screen.
3. Select **appointments**, then **Schedule a New Appointment**.
4. You are then directed to **Choose a Category**. Select the descriptor that applies to you.
5. Choose your **appointment type** based on your current needs.
6. You'll then be able to **select an appointment date and time**, filtering by a staff member if preferred.
7. On the next screen, **select your preference** for appointment type (email, in-person or zoom meeting, or phone call) and describe your needs or goals for the meeting.
8. There will be confirmation of your meeting request and opportunity to edit the appointment.



**Handshake** Jobs Events Employers

## Appointments

[Schedule A New Appointment](#)

## Upcoming Appointments

### Choose an Appointment Type

#### [Self Awareness & Career Exploration](#)

Discover your interests. Investigate Majors. Align the two.

#### [Job Search Strategies](#)

Learn how to locate job opportunities (on or off campus) that align with your skills and experience, and evaluate your offers.

#### [Experiential Opportunities & Resources](#)

Discover why you need experiential opportunities (internships, research or shadowing) and how to find one, or get help with your internship application process.

#### [Networking](#)

Establish ways to find alumni or friends of the college to help you achieve your goals, discuss shared experience, and connect.

#### [Mock Interviews](#)

Category <b>Freshmen</b>	Type <b>Other</b>	Staff Member <b>No Preference</b>	Appointment Medium <b>No Preference</b>			
← Week of Sunday, March 12th →						
Sunday March 12th 2023 No Appointments Available	Monday March 13th 2023 No Appointments Available	Tuesday March 14th 2023 No Appointments Available	Wednesday March 15th 2023 No Appointments Available	Thursday March 16th 2023 No Appointments Available	Friday March 17th 2023 <b>Appointments Available</b>	Saturday March 18th 2023 No Appointments Available