

SWE Region F 2012 Conference:

Career Fair

information packet

general information:

- The Career Fair will be held in the Ray and Maria Stata Center at 32 Vassar Street – Cambridge MA 02139 on March 3rd, 2012.
- The Career Fair is open from 12PM-3PM, but companies may begin registering by 8:30 AM.

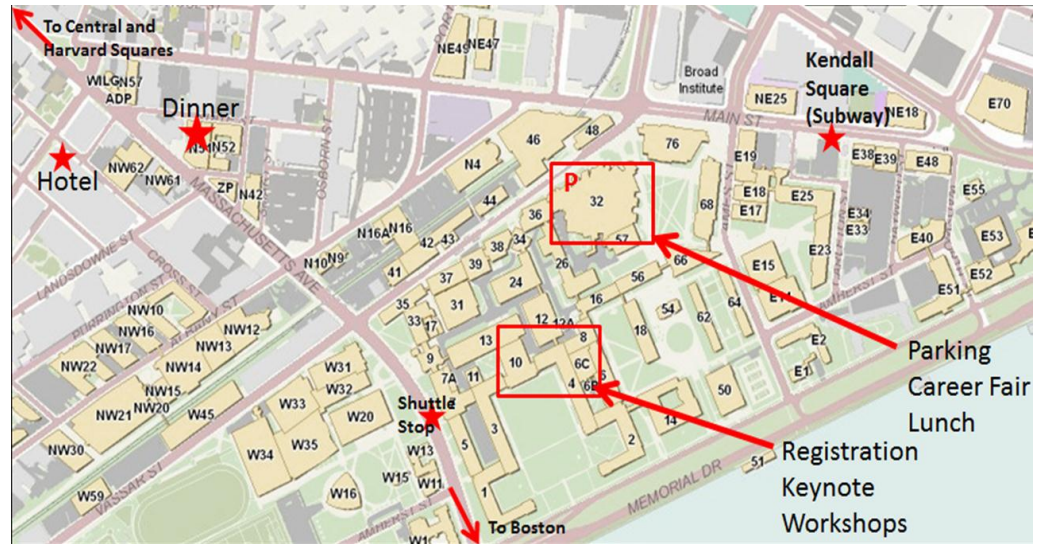
storage & transportation of items:

- All packages are shipped to MIT will be safely stored in our SWE office.
- Packages will be brought to the fair and setup by SWE volunteers between 10AM-12AM.
- SWE volunteers will also be available to help move packages to and from company representatives' cars.

at the Career Fair:

- Company representatives may begin checking in at 8:30. The welcome and keynote will start at 9AM and end by 10:30.
- Tables provided are 2' x 6' and will have a tablecloth. The number of tables a company is allotted depends on their level of sponsorship.
- Paper signs and numbers will be placed at the table for ease of finding. Companies are encouraged to bring their own branded material and signs. Please see attached layout plan.
- MIT's campus wide WiFi is accessible and company representatives can connect to the MIT-Guest network for internet access. Internet connection may take fifteen to twenty minutes to access, so please plan accordingly.
- Lunch will also take place from 12PM- 3PM. Please feel free to get breakfast before setting up and lunch during the Career Fair.
- Please note that only people with SWE name tags are registered attendants for the entire SWE conference.
- We will also have volunteers to help break down the booths.
- Platinum and Gold sponsors are given interview booths in Building 4 if needed. Please see the attached map for directions and assignments.
- If you are in need of anything, please let any of the volunteers know, or call Emily Zhang, the Career Fair Logistics Director

Stata Parking



Path from Lobby 10 to Stata
(Building 26 has a section that
is outside. Once there, turn
right towards Stata.)

