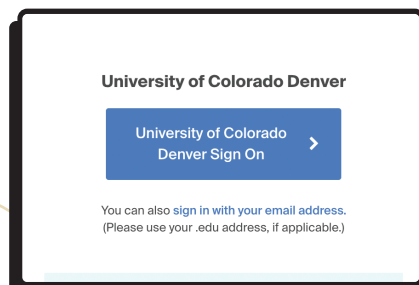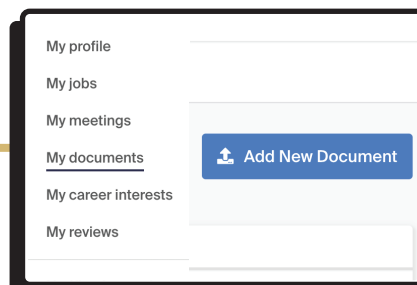# YOUR GUIDE TO

Handshake

1 GETTING STARTED

To get started, go to **ucdenver.joinhandshake.com** and use your CU Denver credentials to log in.
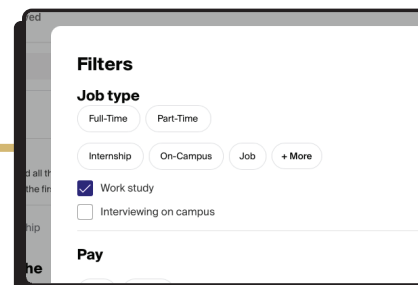
These are the same credentials as your UCDAccess log in.

2 ADD A RESUME

To upload a copy of your resume, click on your **profile icon**, select "**My documents**," then "**Add New Document**."
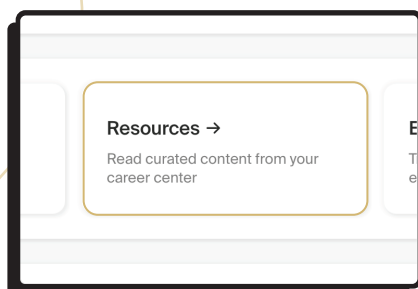
For help with your Resume, see the Resume Booklet in the Career Center's "**Resources**" tab.

3 FIND JOBS

Click on the **Jobs tab** and select "**All Filters**," to narrow or define your search.
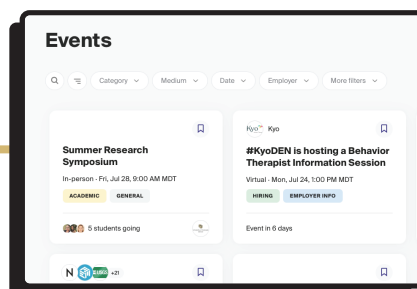
These filters can also be used to find **work-study** positions, **on-campus jobs**, and **internships**.
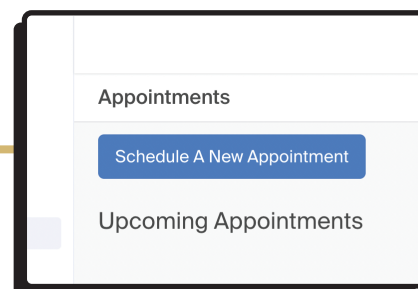
4 RESOURCES

From the home screen, click on the **Career Center tab**, then select "**Resources**."

Here you'll find guides on major and career exploration, resume and cover letter support, interview advice, and more.

5 EVENTS

From the home screen, click on the **Events tab** to register for internship and job fairs, career workshops, and more.

6 SCHEDULE AN APPOINTMENT

Click on the **Career Center** tab, select "**Appointments**," then "**Schedule a New Appointment**" to choose an in-person or Zoom appointment time.

CONTACT US!

303-315-4000 | CareerCenter@ucdenver.edu
Instagram: @CUDenverCareerCenter

Handshake is an online tool to help students discover jobs, internships, events, and Career Center resources