SPEED LEARNING SESSION:
Making NACELink Symplicity Work For You!

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Making NACELink Symplicity Work For You!

CAREERS.RUTGERS.EDU/EACE
Quick Tips in ~18 Minutes

- Image Banners as Tool Tips
- More Than Just a Fair Module
- Meaningful Navigation Menus
- Career Interest Cluster Fields
Making NACELink Symplicity Work For You!

IMAGE BANNERS AS TOOL TIPS
Image Banners as Tool Tips

Job/Internship Postings

Practice job board safety!

Don’t fall for a posting scam. Practice job search safety!

University Career Services makes no particular recommendations regarding employers. We make no representations or guarantees about positions posted by this office. We are not responsible for safety, wages, working conditions, or any other aspect of off-campus employment. Students are urged to perform due diligence in researching employers when applying for or accepting private, off-campus employment. It is each individual’s responsibility to thoroughly research the integrity of each organization to which he or she is applying. The student should take all care and use common sense and caution when applying for or accepting any position. Career counseling staff members are available for consultation on how to research prospective employers.

Schedule an Appointment

Drop-in Resume Hours

Now that you have your resume, drop in and meet with us.
Image Banners as Tool Tips

SIMPLE STEPS:
1. Manager Interface
Image Banners as Tool Tips

SIMPLE STEPS:
1. Manager Interface
2. Tools > Help/Hints
Image Banners as Tool Tips

SIMPLE STEPS:
1. Manager Interface
2. Tools > Help/Hints
3. Locate hint to edit
Image Banners as Tool Tips

SIMPLE STEPS:
1. Manager Interface
2. Tools > Help/Hints
3. Locate hint to edit
4. Place HTML code into both “question” and “answer” fields
Image Banners as Tool Tips

HTML CODE:

- <a> : Link to where the visitor will go upon clicking the banner
- <img> : Location of image on your website
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MORE THAN JUST A CAREER FAIR MODULE
More Than Just a Career Fair Module

RUTGERS EXAMPLES:

1. Undergraduate Career Conference Student Registration
2. Internship Excellence Award Nominations
3. Career Mentor of the Year Awards Nominations
4. Recruiter Volunteer Programs
More Than Just a Career Fair Module

Recruiter Volunteer Programs:

1. Add volunteer events as separate “days”
2. Set different times, dates, locations, and capacities for each event
3. Add different registration options (representatives, cluster information, etc.) for each event
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MEANINGFUL NAVIGATION MENUS
Meaningful Navigation Menus
Meaningful Navigation Menus

SIMPLE STEPS:
1. Turn on Text Editor
Meaningful Navigation Menus

SIMPLE STEPS:
1. Turn on Text Editor
2. “Login as” Student and select “Edit Text” near “My Account”
Meaningful Navigation Menus

SIMPLE STEPS:
1. Turn on Text Editor
2. “Login as” Student and select “Edit Text” near “My Account”
3. Edit Navigation Text (including sub-menus)
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CAREER INTEREST CLUSTER FIELDS
Career Interest Cluster Fields
Career Interest Cluster Fields

STUDENT-ALUMNI CAREER CONNECTIONS (SACC):

WORKSHOPS:
Career Interest Cluster Fields

SIMPLE STEPS:
1. Manager Interface
2. Tools > Form Field
Career Interest Cluster Fields

SIMPLE STEPS:
1. Manager Interface
2. Tools > Form Field
3. Select a Form to Edit
Career Interest Cluster Fields

SIMPLE STEPS:
1. Manager Interface
2. Tools > Form Field
3. Select a Form to Edit
4. Add a Field
Career Interest Cluster Fields

SIMPLE STEPS:
1. Manager Interface
2. Tools > Form Field
3. Select a Form to Edit
4. Add a Field

DON’T FORGET TO SELECT WHERE YOU WANT YOUR NEW FIELD TO BE DISPLAYED →
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