eRecruiting BINGO Question and Answer Key

Profile
Q: What is the symbol that identifies fields searchable by employers?
A: Binoculars
Q: Who can change your student status?
A: MBA CSC staff
Q: What are some examples of confidential information NOT released to employers?
A: Gender, age, ethnicity, photos
Q: What are some examples of information released AND searchable by employers?
A: Languages, home country and self-reported GPA
Q: What are the 5 subheadings in your profile?
A: personal, academic, career, continued academics, administration
Q: Which field within your profile allows you to publish your resume to a specific book?
A: major/concentrations

Documents
Q: If you only UPLOAD your resume, and don’t PUBLISH it, who will see it on eRecruiting?
A: MBA CSC staff
Q: How often should you PUBLISH your resume?
A: every time you change something on it
Q: How often should you change and re-upload your cover letter?
A: for every position you apply to
Q: Which resume will be seen by employers in the system?
A: primary
Q: Besides resumes, cover letters, and thank you letters, what other documents can be uploaded?
A: Writing Samples

Applications
Q: What are the definitions of employers interviewing decisions on your active applications?
A: Accepted, Alternate, Undecided, Declined
Q: What are 4 reasons why your application would be restricted?
A: major, citizenship, graduation year, and not within date range
Q: Are you able to view your past/outdated applications?
A: yes
Q: If your application is given alternative status when can you sign up for an interview?
A: MBA CSC contacts you
Q: What are the 3 ways you can apply for an on-campus interview?
A: Company website, directly to the contact, the submit button
Calendar
Q: What is the name of the page that shows you all events which you have made a commitment to?
A: Your Upcoming Events
Q: What are 3 types of events provided in the calendar?
A: application deadline, career fairs, and corporate presentations

Jobs/Internships
Q: What is the symbol that identifies is the company if coming to campus to interview?
A: box with 2 people
Q: How often should you check eRecruiting for internship opportunities?
A: daily
Q: How do you remove postings not relevant for MBA candidates?
A: “Change Job Search Settings”
Q: What is the title of the link best used for identifying MBA CSC internship postings and interviews?
A: “MSU MBA Full Time All Jobs”

Employer
Q: What industry category is the list of “headhunters” under?
A: Third Party Staffing
Q: What are the 4 areas of company information?
A: Overview, Jobs, Events, Contacts
Q: Where is the URL and direct link to a company’s website within the employer section?
A: Overview