



TYLER ISD

HUMAN RESOURCES

Teacher Job Fair Registration Guide

1. Register here [Tyler ISD Job Fair Participant - Login](#) or

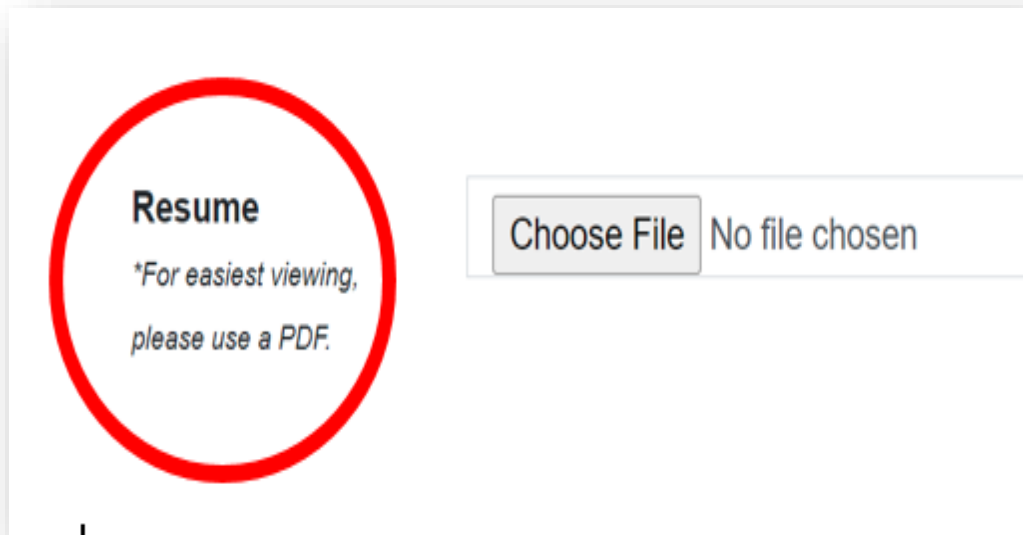


The screenshot shows the Tyler ISD Job Fair Registration login page. At the top, the Tyler ISD logo and tagline 'SUCCESSFUL STUDENT OUTCOMES' are displayed. Below this, the title 'Tyler ISD Job Fair Registration' is centered. The page is divided into two main sections. On the left, the 'Log In' section includes fields for 'Your Email *' and 'Your Password *', a blue 'Log In' button, a 'Resend Activation Link' button, and a 'Forgot Password?' link. On the right, the 'Sign Up' section features a blue 'Sign Up' button at the top. Below it, a 'Welcome!' message is followed by 'Spring Teacher Job Fair', the date 'April 02, 2022', and the time '9:00 am - 11:00 am'. A note states: 'To participate in our job fair, you must create an account.' Another note says: 'To create an account you will need:' followed by a bullet point: '• An email address.'

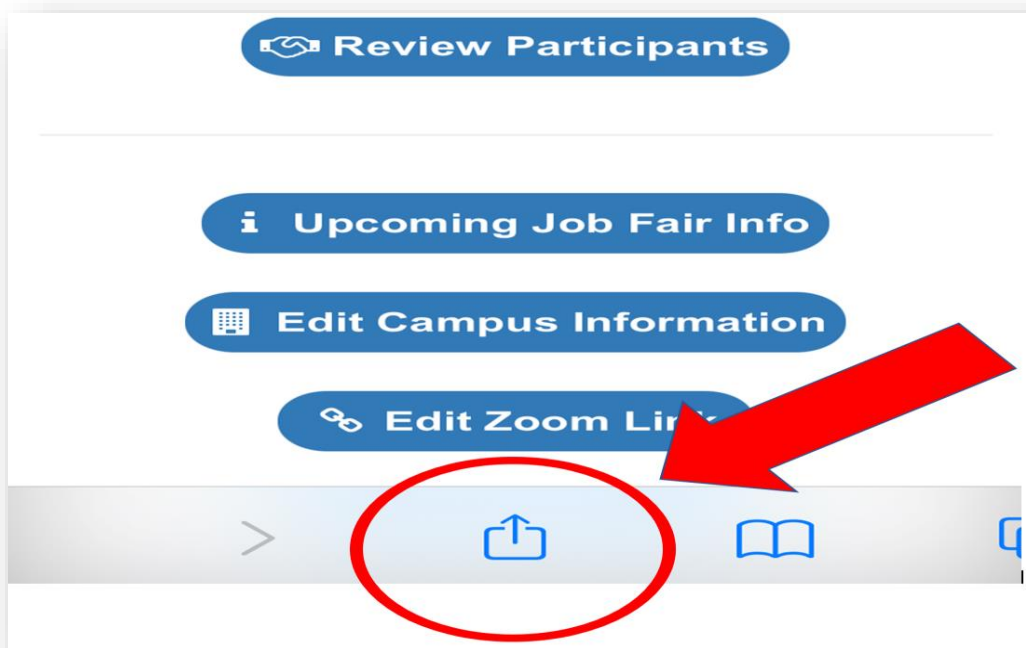
2. Complete all contact information.

The screenshot shows the Tyler ISD Job Fair Participant registration form. At the top, the Tyler ISD logo and tagline 'SUCCESSFUL STUDENT OUTCOMES' are displayed. Below this, the title 'Tyler ISD Job Fair Participant' is centered. A note states: 'Please tell us about yourself. This information will be provided to the principals you interact with at the Job Fair.' Another note says: 'This Job Fair is not for current employees. If you are a current employee, please contact HR for further information.' The form includes the following fields: 'First Name: *' with a text input field, 'Last Name: *' with a text input field, 'Email Address: *' with a text input field containing 'name@example.com *', 'Cell Number: *' with a text input field containing '555-555-5555 *', 'Phone Provider: *' with a dropdown menu showing a blue icon and the word 'Required *', 'Create Password: *' with a text input field containing '*****', and 'Re-enter Password: *' with a text input field containing 'Password *'. At the bottom, a section titled 'Password must contain the following:' lists four requirements: '✓ A lowercase letter', '✓ A capital (uppercase) letter', '✓ Character cannot repeat more than 3 times', and '✓ Minimum 8 characters'.

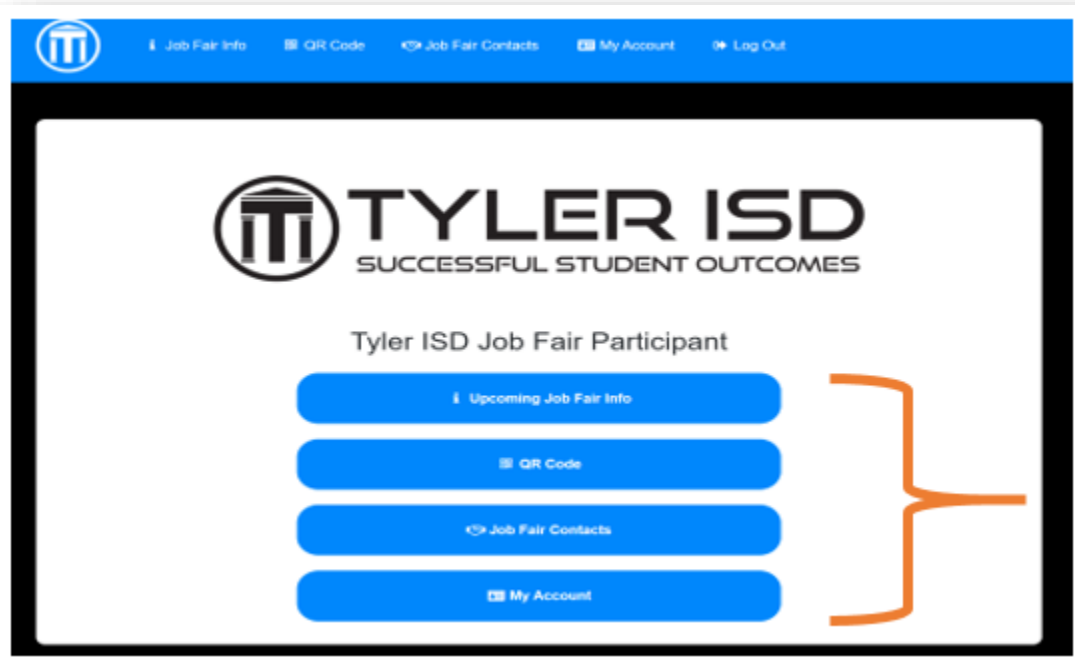
3. Make sure to include your updated resume in your profile.



4. Once you complete your profile, add the app to your home screen.
This allows for quick access to your QR code the day of the job fair.



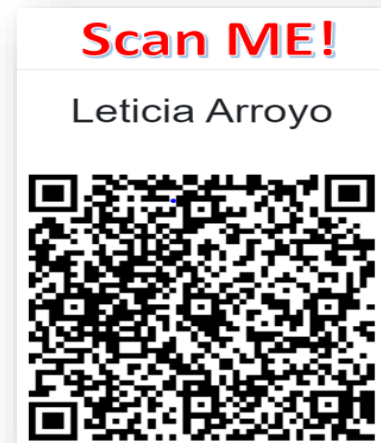
5. You will have the following options in your app.



6. Click on "Upcoming Job Fair Info" to register for the job fair.



7. That's, it! You are now ready to attend the Tyler ISD Teacher Job Fair. Click on "QR Code" to access your resume information. On the day of the job fair, be sure to have your QR code pulled up on your smart device (smart phone, tablet, etc.) or you may also print your QR code.



8. Contact Leticia Arroyo for questions. Leticia.arroyo@tylerisd.org