FAQ for participating TUM Researchers (exhibitors)

- Registration Form for exhibitors: [https://wiki.tum.de/display/postdoc/Registration+Form+TUM+Career+Opportunities+Fair](https://wiki.tum.de/display/postdoc/Registration+Form+TUM+Career+Opportunities+Fair)

- The fair includes the following roles/group:
  Exhibitors = TUM chairs, groups or institutes, i.e. TUM researchers who can register for a virtual booth
  Participants: External Master graduates and early-career postdocs invited for the ROW/Destination-TUM who can visit the booths
  Organizers: TUM Talent Factory & TUM Graduate School

- Which platform do you use to organize the fair?
  We organize the fair via TalkGlobalStudy, a professional online platform by BMI [www.bmiglobaled.com](http://www.bmiglobaled.com). The costs are fully covered.

- How can I interact with participants?
  If you register for the fair, your chair/institute/group will get a virtual booth in which the participants can enter to chat/videochat/or talk with you and your group members – depending on your preference. You will also be able to see the person’s CV.

- Is it possible to set up meetings before and to see the participants' profiles?
  Yes, you or your group members can use the platform to preschedule short meeting with participants and scan their profiles beforehand. The participants can also just “drop by” at your booth without an appointment.

- I have never participated in such an event. How much work does the preparation take?
  After the registration, your group will be contacted by BMI to set up your fair booth. You can upload information about your chair, optionally also videos or open positions. However, the platform is very easy to understand and self-explanatory.

- Why is the fair on two days?
  We want to make sure that participants from all time zones are able to join the fair.

- What is the timing of the fair?
  Tuesday, April 13, 10am-2pm & Wednesday, April 14, 2pm-6pm

- I have other commitments on one days or during the fair. Do I need to attend the entire time?
  The more time you can spare the better, but you can also just participate on one of the two days. During the fair, it is always possible to mark yourself as absent if you are unable to participate continuously.
FAQ Career Opportunities Fair

- **Do I personally need to join or can some of my group members also attend?**
  The participants are of course very eager to engage with professors, but you can also name further members of your group who would also be suitable representatives to talk to and assess participants.

- **Who will be invited as participants for the fair?**
  The participants are German and international Master Graduates and Early Career postdocs selected by the Selection Committee. For the application process, candidates need to provide a motivation letter stating which departments/researchers at TUM they are interested in. The number of participants is not limited.

- **As part of the ROW selection process, I usually receive profiles of potential candidates beforehand. Will I also receive documents this time?**
  This year, we offer a more open format and do not involve the professors in the selection process. All suitable applicants will be selected by the Selection Committee at the end of March. This allows a much faster selection process in the first place. The fair also allows participants to look around and to see if there are further groups that are relevant for them, but which they may not have found in the first place.

  As fair exhibitors, you can go through the profiles of the participants beforehand and invite participants to your booth. TUM ForTe and the TUM Graduate School will not prearrange meetings.

- **I do not have any open positions at the moment. Can I still participate in the fair?**
  Yes, absolutely. The participants will be receiving information on how to apply for own funding (including the TUM Global Postdocs Programme). Further, the fair is more of a general networking event to interact, you are not committed to hire anyone you talk to.

- **Can I get familiarized with the platforms’ technicalities and opportunities beforehand or only on the day of the fair?**
  There will be a training event on April 9 (time tbd) organized by the staff of the platform BMI and they will be of constant help and support once you have registered in case you have any questions. In any way, the platform is quite self-explanatory.

**Contact**

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