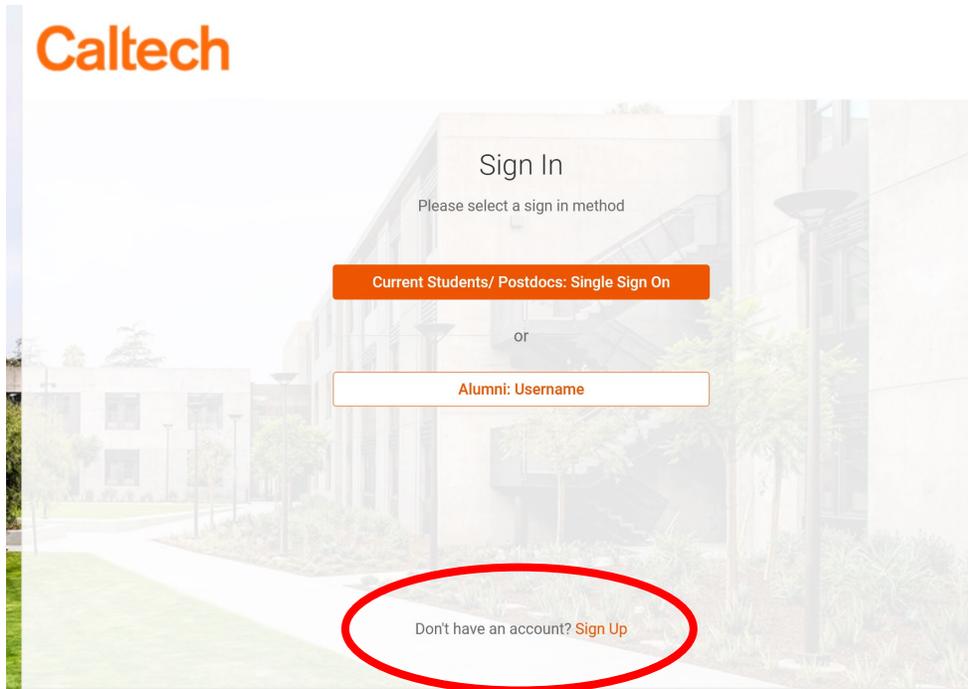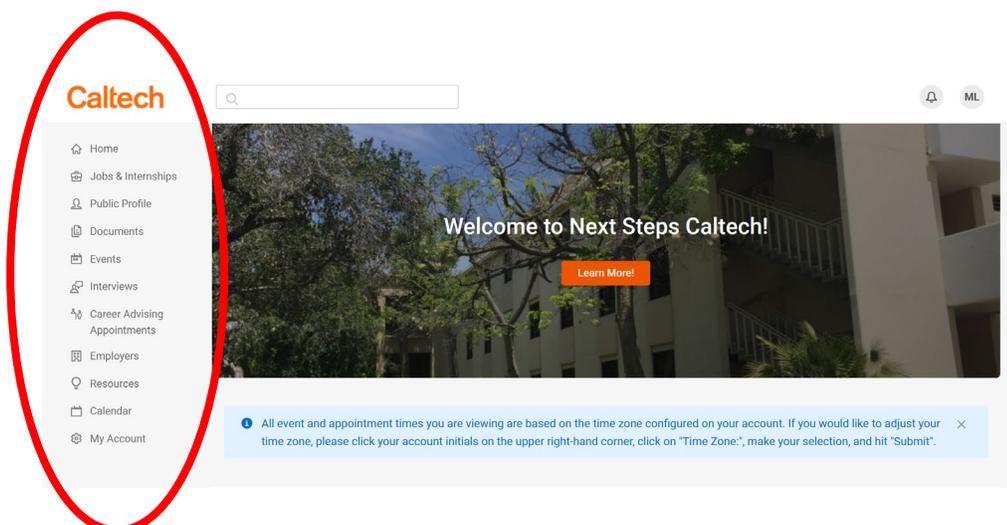# Welcome to Next Steps Caltech

Career Advising and Experiential Learning (CAEL) is launching a new platform called **Next Steps Caltech**. Alums can register for a **Next Steps Caltech** account by visiting **https://caltech-csm.symplicity.com/students/**, and click on "Sign Up" (once you have an account, log in using the "Alumni: Username" option.) This new platform is exclusive to Caltech, so all the opportunities and events posted are targeted to our students, postdocs, and alumni!
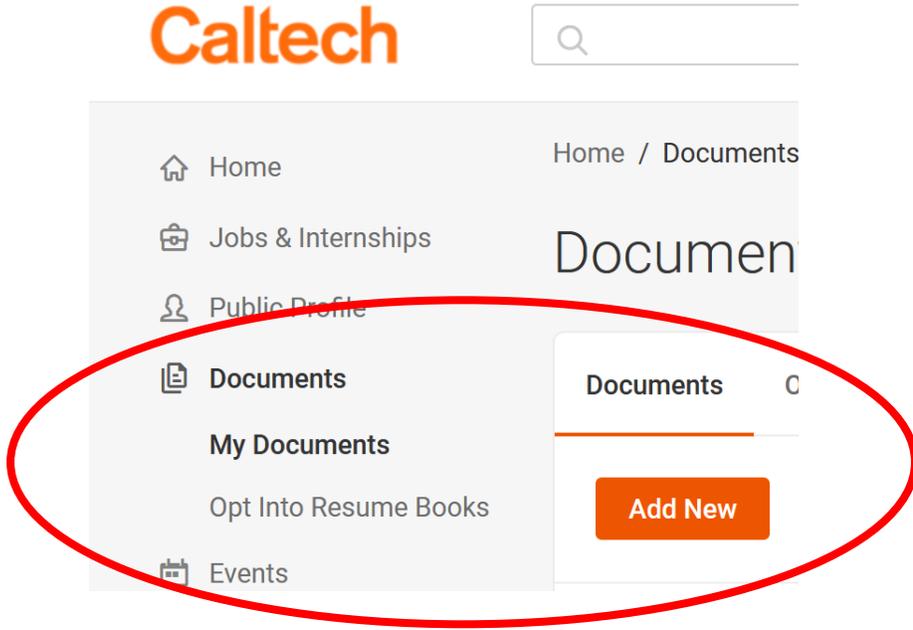

Navigating the Platform

Once you log in, you can view jobs and events posted by organizations interested in recruiting at Caltech. These options can be found on the left-hand menu:
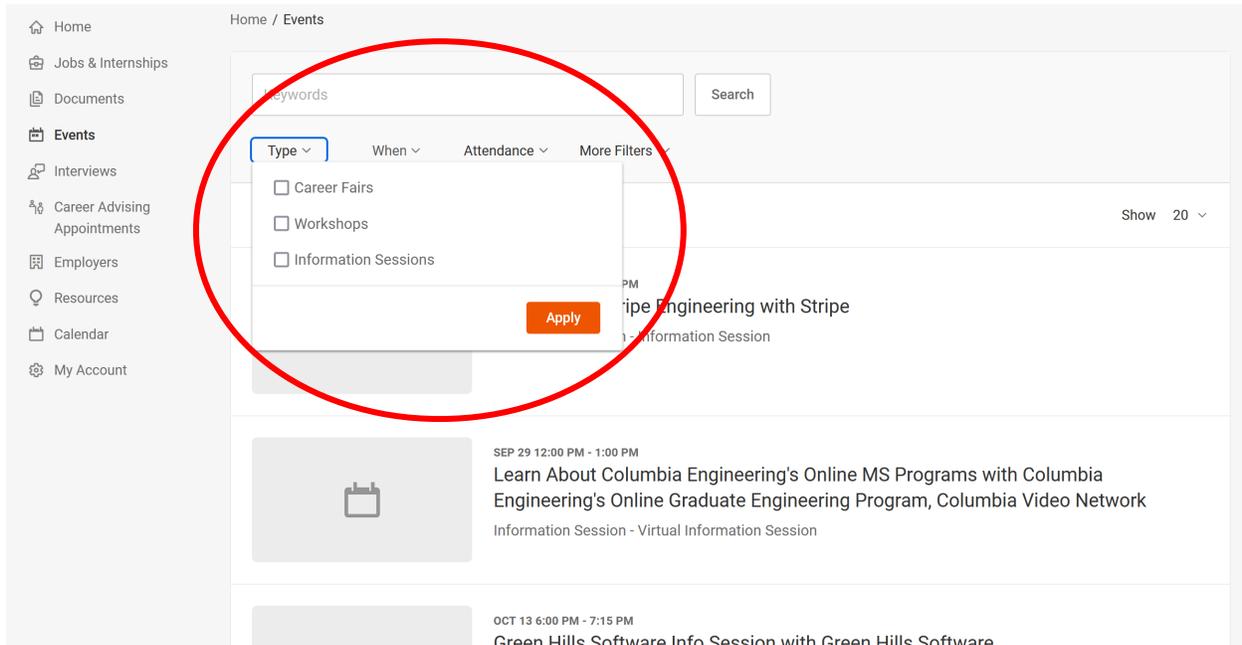
Upload Your Resume

Before you start applying for jobs, be sure to upload your resume! You can do that by clicking on "Documents" on the left-hand menu, then "My Documents" > "Add New":

Events

You can view all upcoming events by clicking on "Events" from the left-hand menu. All event types will be listed, but you can also filter by type:
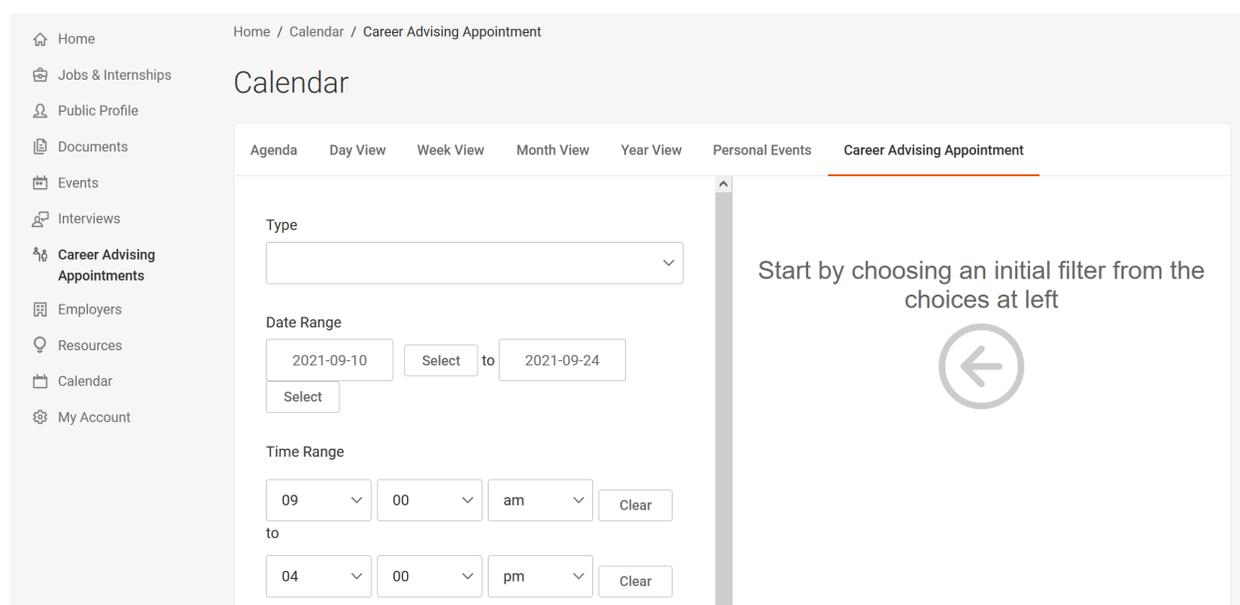
On-Campus Interviews

You will be able to apply for jobs posted by Organizations conducting on-campus interviews through **Next Steps Caltech**. Schedules will be managed through the platform.

Advising Appointments

To request an appointment with a career advisor, click on "Career Advising Appointments" from the left-hand menu. Once there, click on "Request New Appointment". Start by choosing an appointment type and use the filters to select your date/time preferences – then click "Check Availability". Appointment options will appear on the right-hand side for you to choose from.

Handshake

While our main focus will be on **Next Steps Caltech**, students, postdocs, and alumni, will continue to have access to **Handshake** as an additional resource for job postings. However, please note that CAEL staff will no longer vet these opportunities ahead of time, so we encourage all to use good judgement when applying for jobs/internships on Handshake. If something feels off, please reach out so we can help you assess the legitimacy of the opportunity.

Questions

If you have any questions about the platform, or if you have trouble logging in with your access credentials, please contact us at career@caltech.edu.