

Sample Email to Students: Edit and Customize to Fit Your School Needs

## **Careers Expo, March 15-16: Know Before You Go**

Hi students!

Remember the [virtual NW Youth Careers Expo](#) is coming on March 15-16, 2022, from 8:30 AM to 3:30 PM. It's a great way for you to **explore great local careers**, connect with industry professionals and think about life after graduation.

Also, there is a fun virtual scavenger hunt during the live event with a leaderboard and some amazing prizes such as \$50-\$100 gift cards and great swag. Let's rack up winners for our school!

**How to go:** It's simple. Go to [this website](#) and type in the email your school used to register you (likely your student email). Your email address is all you need to log in, once the Expo starts.

**When to go:** Doors will open at 8:30 AM on Tuesday, March 15, and stay open for 30 days. The "live" activities include 100+ live booth talks (conversations with real people who work at amazing companies and colleges) chats, scavenger hunt and networking opportunities. Live activities happen only between 8:30 AM and 3:30 PM on March 15-16. Booth resources and on-demand career talks will be available after the event for 30 days.

**Who will be there:** Your classmates plus Nike, Kaiser Permanente, the Pacific NW Carpenters Institute, Oregon Film, Boeing and about 90 other employers, colleges and training programs! Learn how they want to hire YOU in the future and what you can do now to prepare.

**What you'll do:** Look at the Expo Resource Guide on [this website](#) to see the event schedule and the chance to attend live talks. Check out the schedule and plan which live opportunities, info sessions or demos you want to attend. Add resources to your digital backpack. Come when you can, and log back in as often as you want.

**Specific teacher assignment or school information here:** XXX

Got questions? Need help logging in on event day? Watch [this tutorial video](#) or contact me at XX or your teacher at XX.

Thank you,

(You)