



# Anleitung für die Registrierung von Arbeitgebern beim European Online Job Day (EOJD)





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Anmeldung für Arbeitgeber unter:

<https://www.europeanjobdays.eu/en/exhibitor/register>

## Create an Exhibitor account

**Username \***

Hotel\_Test

Wählen Sie einen Benutzernamen und geben Sie Ihre E-Mail-Adresse an

**E-mail address \***

management@hotel-test.de

A valid e-mail address. All e-mails from the system will be sent to this address. The e-mail address is not made public and will only be used if you wish to receive a new password or wish to receive certain news or notifications by e-mail.

**Confirm e-mail address \***

management@hotel-test.de

Please re-type your e-mail address to confirm it is accurate.

Bestätigung Ihre E-Mail-Adresse

### Your personal event participation

Select at least one event you will be participating in\*

- Work In Flanders 2017 - Onsite - Lisbon
- The Silesia 2017 Online Job Day - Work in Poland
- EURES Nordic - Baltic Job Day Madrid 2017
- Work in Lapland – Welcome to Finland
- Make it in Germany - Take YOUR Chance
- Professionals and Experts for the Cross-border Region of Bavaria and the Czech Republic

**Type of participation \***

- Online \*
- European Online Job Day – Jobs at Rivers, Mountains and Valleys

**Type of participation \***

- Online \*

Wählen Sie mindestens ein Event aus, an dem Sie teilnehmen möchten. Teilnahmeart ist „online“.

## About you

First name \*

Max

Last name \*

Mustermann

Dialing code \*

+49



Contact number \*

0815111

Country of residence \*

Germany

Geben Sie Vor- und  
Nachnamen sowie Ihre  
Telefonnummer an

Länderauswahl

## Your Organisation

Join an existing organisation

Create a new organisation

Organisation name \*

Hotel Test

Organisation description \*

BEISPIELTEXT: Unser Familienhotel wurde ... geründet und beschäftigt aktuell XX Mitarbeiterinnen und Mitarbeiter. Wir haben X Zimmer und ...  
Unsere Gäste sollen sich bei uns wohl fühlen. Auf eine individuelle Gästebetreuung wird daher besonderer Wert gelegt .....

Sector \*

Accommodation and food service activities

Neue Organisation  
anlegen

Name und  
Beschreibung der  
Organisation  
angeben

Branche  
auswählen

Logo

Extensions allowed: gif, png, jpg, jpeg. Maximum image size: 5 MB

Firmenlogo hochladen  
(optional)

Organisation type \*

Company

Organisationstyp  
und Land auswählen

Country \*

Germany

Contact details

Personalverantwortlicher: Herr Stefan Testaccount

Kontaktinformationen

Show row weights

WEBSITE(S)

Title	URL
Webseite Hotel Test	www.hotel-test.net

The link title is limited to characters maximum.

Angabe der Webseite  
(optional)

I would like my account to remain accessible for other events, until I delete it myself.

(Otherwise it will be deleted after 12 weeks – please refer to the "Privacy statement and specific conditions")

I have read the legal notice and the privacy statement and specific conditions and agree to their terms and conditions. \*

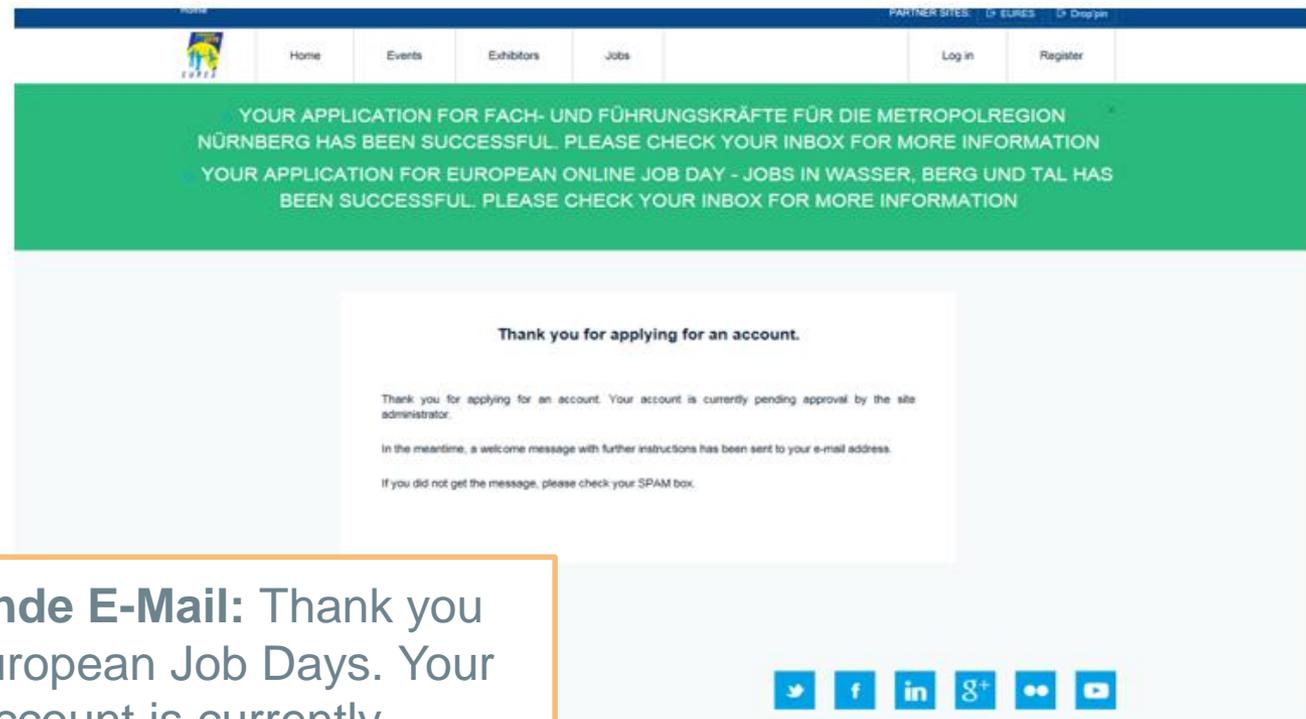
AGB müssen  
bestätigt werden, die  
weiteren Felder sind  
optional

I would like to receive information on new and upcoming events

CREATE NEW ACCOUNT

Account erstellen

# Nach der Registrierung werden Sie manuell vom Administrator bestätigt - dies kann etwas dauern.



**Sie erhalten folgende E-Mail:** Thank you for registering at European Job Days. Your application for an account is currently pending approval. Once it has been approved, you will receive another e-mail containing information about how to log in, set your password, and other details.  
-- European Job Days team



## Nach der Bestätigung durch den Administrator erhalten Sie eine Bestätigungsmail mit dem Link zur Festlegung Ihres Passwortes

Your account at European Job Days has been activated.

You may now log in by clicking this link or copying and pasting it into your browser:

<https://www.europeanjobdays.com>

Auf den Link in der  
Mail klicken

This link can only be used once to log in and will lead you to a page where your own password can be set. After setting your own password, you will be able to log in at <https://www.europeanjobdays.com> in the future by using:

username: Ihr Username

password: Ihr Passwort

You can use your account to perform the following actions:

- Create a company page by adding a logo, description, link to website, video, contact information etc.
- ....

European Job Days team

YOU HAVE SUCCESSFULLY VALIDATED YOUR E-MAIL ADDRESS. ✕

### Reset password

This is a one-time login

Click on this button to log in to the site and change your password.

This login can be used only once.

[LOG IN](#)

Einloggen

# EDIT

## MY PANEL

My events

Manage my jobs

Online chat access

**Username \***

Ihr Username

Spaces are allowed; punctuation is not allowed except for periods, hyphens, apostrophes, and underscores.

**E-mail address \***

Ihre E-Mail-Adresse

A valid e-mail address. All e-mails from the system will be sent to this address. The e-mail address is not made public and will only be used if you wish to receive communications by e-mail.

**Password**

Weak

**Confirm password**

To make your password stronger:

- Make it at least 6 characters
- Add lowercase letters
- Add uppercase letters

Passwort festlegen und bestätigen

To change the current user password, enter the new password in both fields.

## Email Notification schema

- Notify about a new event
- Notify on interview confirmation
- Notify on interview confirmation change
- Notify on jobseekers application
- Notify to fill in evaluation form
- Notify to get ready for the interviews
- Notify to test the live chat functionality
- Remind to complete company profile
- Remind to fill in evaluation form
- Tell employers about company participation
- You can contact me via newsletters

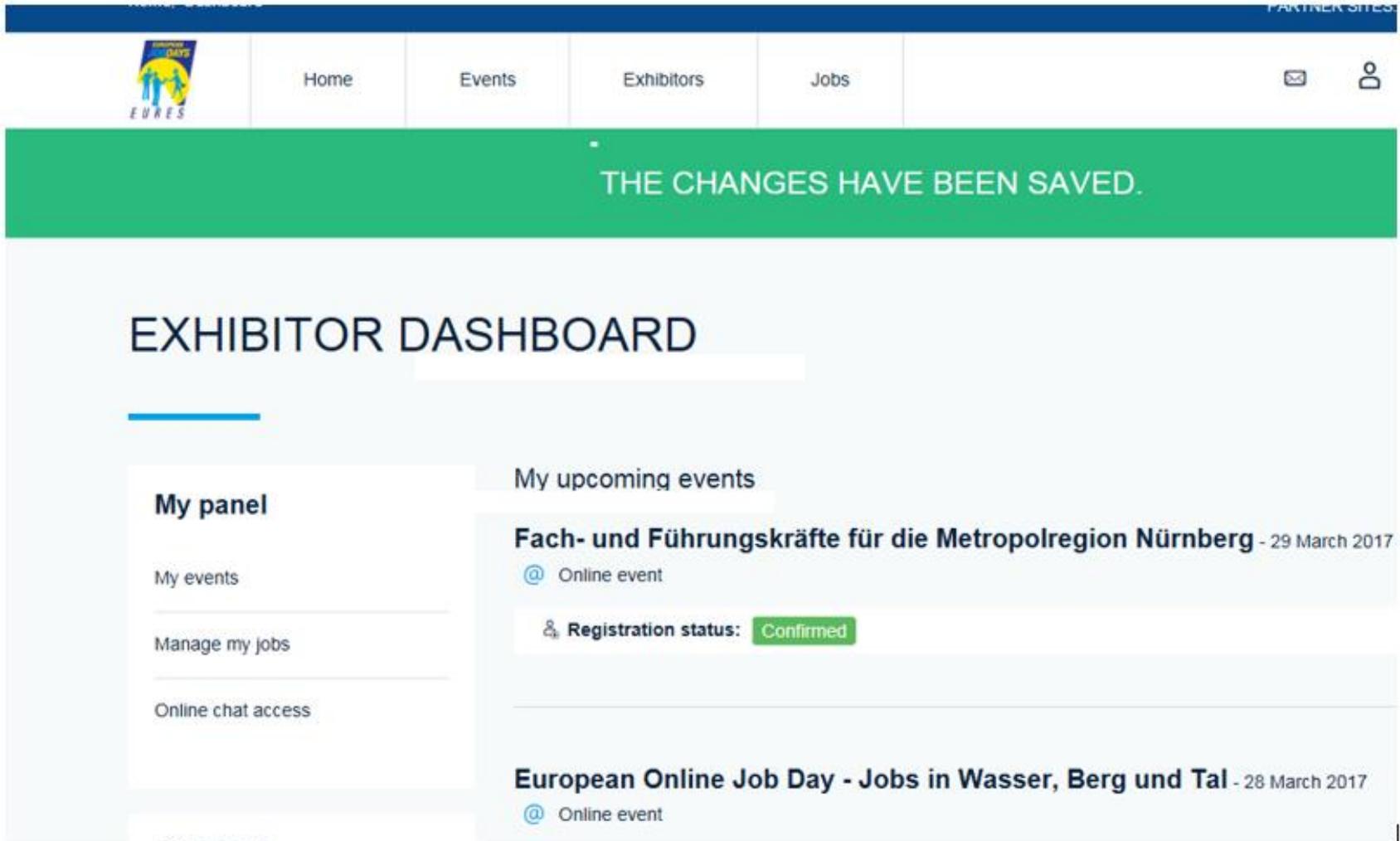
Check to select which types of e-mail messages you want to receive.

Individuell  
anpassbar

Mit „save“ die  
Angaben bestätigen  
und speichern

SAVE

# Registrierung ist erfolgreich abgeschlossen

A screenshot of the EURES Exhibitor Dashboard. At the top, a dark blue navigation bar contains the EURES logo, a 'PARTNER SITES' link, and menu items for 'Home', 'Events', 'Exhibitors', and 'Jobs'. On the right side of the navigation bar are icons for a mail envelope and a user profile. Below the navigation bar is a green banner with the text 'THE CHANGES HAVE BEEN SAVED.' in white. The main content area is titled 'EXHIBITOR DASHBOARD' and features a 'My panel' sidebar on the left with links for 'My events', 'Manage my jobs', and 'Online chat access'. The main content area is titled 'My upcoming events' and lists two events: 'Fach- und Führungskräfte für die Metropolregion Nürnberg' (29 March 2017) with a registration status of 'Confirmed', and 'European Online Job Day - Jobs in Wasser, Berg und Tal' (28 March 2017).

PARTNER SITES

Home Events Exhibitors Jobs

THE CHANGES HAVE BEEN SAVED.

## EXHIBITOR DASHBOARD

### My panel

- My events
- Manage my jobs
- Online chat access

### My upcoming events

**Fach- und Führungskräfte für die Metropolregion Nürnberg** - 29 March 2017

@ Online event

Registration status: **Confirmed**

**European Online Job Day - Jobs in Wasser, Berg und Tal** - 28 March 2017

@ Online event