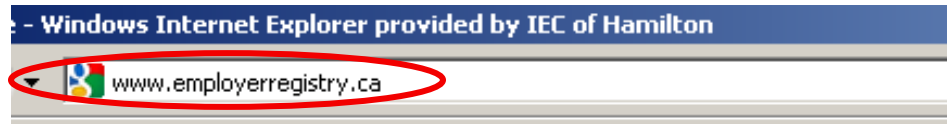


Finding a Speaker on Employer Registry

This step-by-step tutorial guide will walk you through the process of searching for volunteer speakers that are available to you and your students.

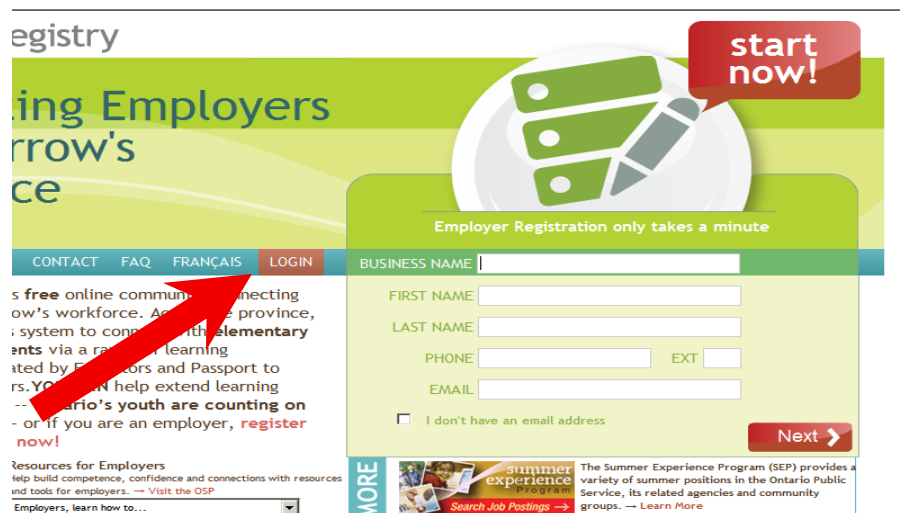
STEP 1:

Open up your internet browser and type in www.employerregistry.ca into the navigation bar.



STEP 2:

Click on "Login" to access your account.



STEP 3:

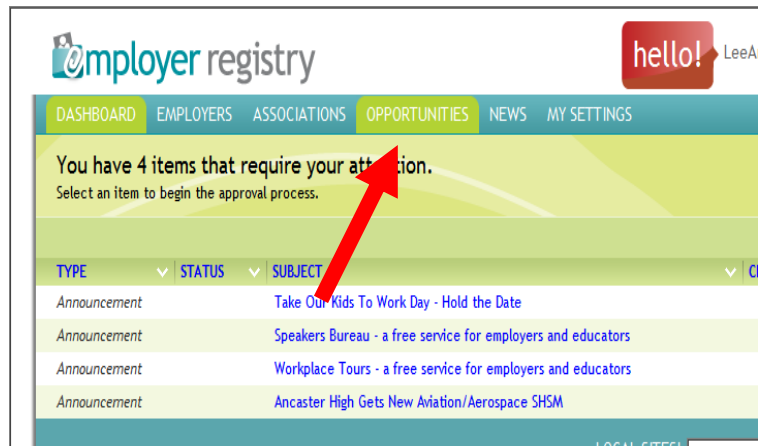
A box will appear on the screen asking you for your username and password. Enter them now and click "Login".



Finding a Speaker on Employer Registry

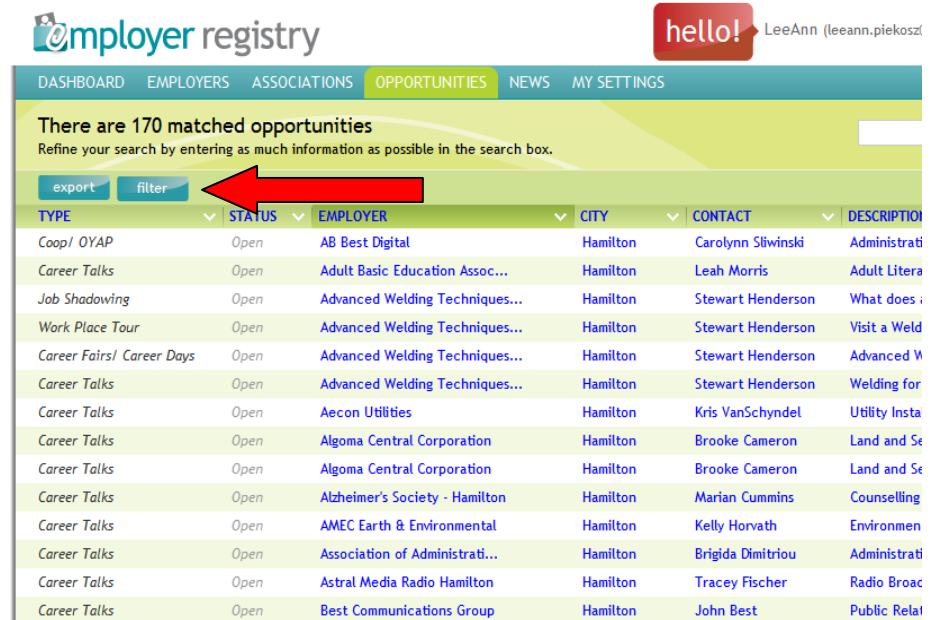
STEP 4:

Which will lead you to this screen. You can read any new announcements here and then click on the "Opportunities" tab.



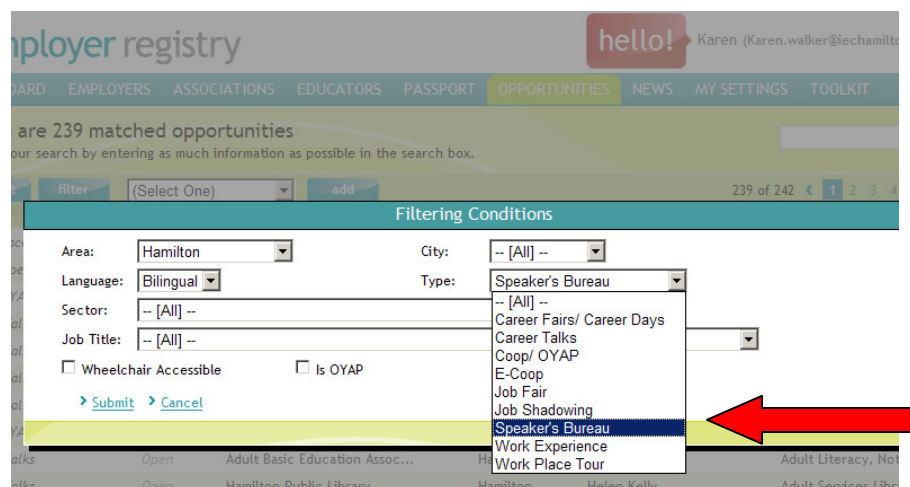
STEP 5:

Now that you are on the "Opportunities" page, go to the left hand side of the screen and click on the Filter button.



STEP 6:

Click "Speakers Bureau" under "Type". Choose the Filtering Options according to your requirements, such as selecting specific sectors, or job titles. Click on Submit.



Finding a Speaker on Employer Registry

STEP 7:

When you find a speaker that you are interested in, click on their line.

employer registry

hello! Lynda (Lynda.coleman@iec)

DASHBOARD EMPLOYERS ASSOCIATIONS EDUCATORS PASSPORT OPPORTUNITIES NEWS MY SETTINGS TOOLK

There are 2 matched opportunities
Refine your search by entering as much information as possible in the search box.

export (Select One) add

TYPE	STATUS	EMPLOYER	CITY	CONTACT	DESCRIPTION
Speaker's Bureau	Open	McMaster University Engine...	Hamilton	John Preston	Solar Energy or Nanc
Speaker's Bureau	Open	Team from Local Unions...	Hamilton	John McCann	Unions and Skilled T

LOCAL SITES! (Select One) [Local Site Help](#)

STEP 8:

Which will lead you to this screen. Click on the opportunity in the right column with the heading "All Opportunities" that you wish to learn more about.

oyer registry

hello! Carolyn (carolynn.green@hwdsb.on.ca) Logout

EMPLOYERS ASSOCIATIONS OPPORTUNITIES NEWS MY SETTINGS

University Engineering Faculty details

ster University Engineering Faculty

ALL CONTACTS
John Preston
Hamilton

ALL OPPORTUNITIES
Speaker's Bureau Solar Energy or Nanotechnol...
John Preston

STEP 9:

Make note of this speaker, topic and company, and any other speakers you are interested in before returning to the IEC website to request a speaker.

oyer registry

hello! Carolyn (carolynn.green@hwdsb.on.ca) Logout

EMPLOYERS ASSOCIATIONS OPPORTUNITIES NEWS MY SETTINGS

Solar Energy or Nanotechnology

ster University Engineering Faculty

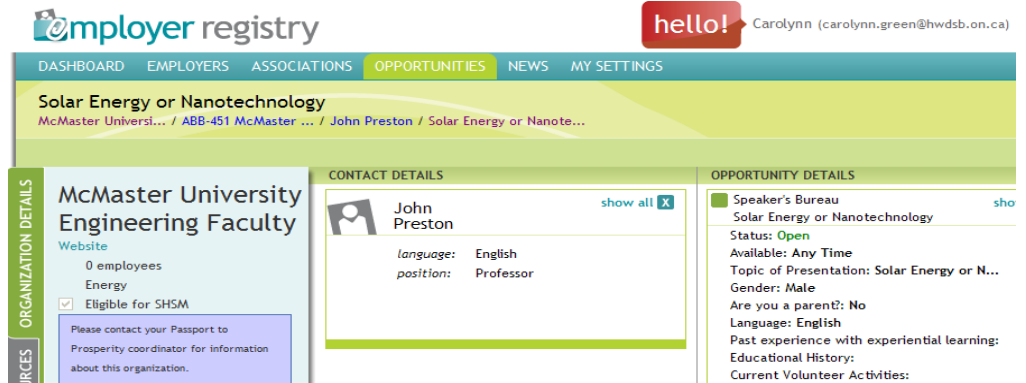
CONTACT DETAILS
John Preston
language: English
position: Professor

OPPORTUNITY DETAILS
Speaker's Bureau Solar Energy or Nanotechnology
Status: Open
Available: Any Time
Topic of Presentation: Solar Energy or N...
Gender: Male
Are you a parent?: No
Language: English
Past experience with experiential learning:
Educational History:
Current Volunteer Activities:

Finding a Speaker on Employer Registry

STEP 10:

If you wish to look at any other "Opportunities" click on the tab on the blue menu bar which will take you back to the speaker listing.



The screenshot shows the Employer Registry website interface. At the top, there is a navigation bar with tabs for DASHBOARD, EMPLOYERS, ASSOCIATIONS, OPPORTUNITIES, NEWS, and MY SETTINGS. The current page is titled "Solar Energy or Nanotechnology" and shows a breadcrumb trail: McMaster University / ABB-451 McMaster ... / John Preston / Solar Energy or Nanote... Below this, there are three main sections: ORGANIZATION DETAILS for McMaster University Engineering Faculty, CONTACT DETAILS for John Preston (language: English, position: Professor), and OPPORTUNITY DETAILS for the Speaker's Bureau listing. The contact details for John Preston are highlighted with a green border.

STEP 11:

Contact us when you are ready to make a request.

phone – 905-529-4483
email – speakersbureau@iechamilton.ca

PASSPORT
to prosperity



 employerregistry.ca

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