

EUROPEAN
JOB DAYS

EoJD – GUIDA ESPOSITORI

<https://europeanjobdays.eu/en/seizethesummer2024>



FEBBRAIO 2024



Europeanjobdays.eu

EURES

#EURESjobs



EMPLOYERS

REGISTRAZIONE



LOGIN

EUROPEAN JOB DAYS
FIND YOUR JOB IN EUROPE

THE PARTNER OF
ELA
KROFTKOPOLSKA AGENCIJA

home events **employers** jobs

English EN log in

Home / Events / Seize the Summer with EURES 2024 / About

5 50

Seize the Summer with EURES 2024
Find a job in Tourism, Entertainment, Hospitality or Catering

REGISTER FOR THIS EVENT

Event date:
21 - 22 February 2024

Event type:
Online

Registration status:
Open

ABOUT PROGRAMME JOBS EMPLOYERS

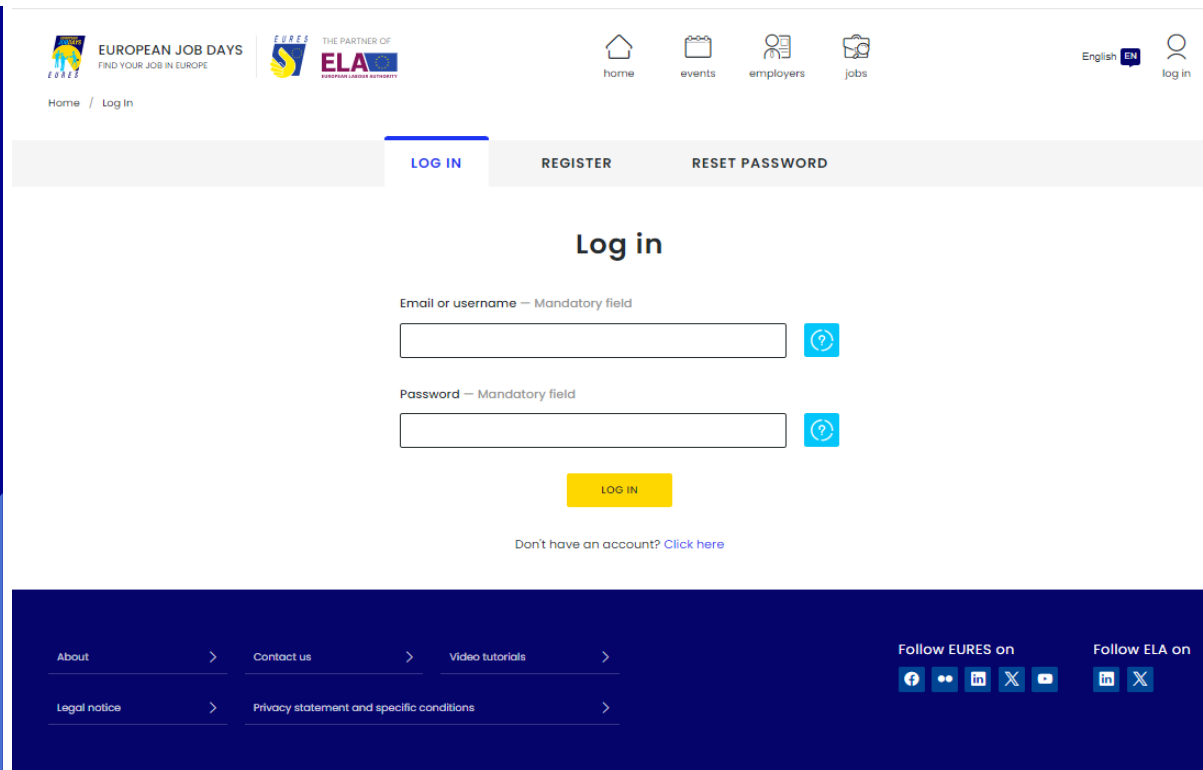
- In alto a destra della home
 - Prima registrazione
- Oppure
- Login al proprio account per registrarsi ad un **nuovo evento**

LOGIN

LOGIN - ACCEDI

REGISTER - REGISTRATI

RESET PASSWORD – CAMBIA PASSWORD



The screenshot shows the EURES login page. At the top, there are logos for 'EUROPEAN JOB DAYS' and 'EURES THE PARTNER OF ELA'. Navigation icons for 'home', 'events', 'employers', and 'jobs' are visible, along with a language selector for 'English EN' and a 'log in' icon. A breadcrumb trail shows 'Home / Log In'. A horizontal menu contains 'LOG IN', 'REGISTER', and 'RESET PASSWORD', with 'LOG IN' being the active selection. The main heading is 'Log in'. Below it, there are two input fields: 'Email or username – Mandatory field' and 'Password – Mandatory field', each with a 'show/hide' icon. A yellow 'LOG IN' button is positioned below the fields. A link 'Don't have an account? Click here' is located below the button. The footer contains a list of links: 'About', 'Contact us', 'Video tutorials', 'Legal notice', and 'Privacy statement and specific conditions'. On the right, there are social media icons for 'Follow EURES on' (Facebook, YouTube, LinkedIn, X) and 'Follow ELA on' (LinkedIn, X).





LOG IN

REGISTER

RESET PASSWORD

Tell us who you are

Create your free account now



I am a
Jobseeker

CREATE ACCOUNT



I am an
Employer

CREATE ACCOUNT

Are you a EURES Adviser? [Click here](#)


CREA UN ACCONT

Create an Employer account - Account information


Create an Employer account

Account information


Username – Mandatory field



Email – Mandatory field



Time zone – Mandatory field

UTC: Monday, November 6, 2023 - 13:33 +0000 

- Questi dati serviranno per accedere
- **La e-mail non è pubblica ma deve essere valida** la finalizzazione della registrazione dopo l'approvazione da parte degli Organizzatori
- Campi obbligatori
- Spiegazione: tasto celeste

Create an Employer account - Your personal event participation

Your personal event participation

Select at least one event you will be participating in – Mandatory field

Work in SLOVEnia [14 November 2023]

Make it in Germany 2023 [16 November 2023]

Work in Portugal 2023 [22 November 2023]

EURES ITALY FOR EMPLOYERS' DAY 2023 - 7th edition [24 November 2023]

Online

Level Up Your Career! [28 November 2023]

Building Ireland's Future: Careers in Construction [30 November 2023]

Work in Denmark - Destination Kalundborg [05 December 2023]

- All'atto della prima registrazione è **necessario indicare un evento**
- **ATTENZIONE:** l'espositore già registrato **NON lo è automaticamente ad ogni evento!** Dopo il LOGIN dovrà indicare il prossimo evento di interesse



Create an Employer account - 1

About you


First name – Mandatory field


Last name – Mandatory field

Telephone – Mandatory field

Country of residence – Mandatory field

About your organisation

 Join an already registered organisation


 Create a new organisation


Related organisation – Mandatory field

- Tutti i campi **sono obbligatori e non sono pubblici**
- **Se è già stata creata l'organizzazione** da un collega, è possibile raggiungere la stessa, senza dover crearne una nuova o condividere le stesse credenziali, digitandone il nome qui

Create an Employer account – Creare una nuova Organizzazione 2







About your organisation



 Join an already registered organisation

 Create a new organisation

Organisation name – Mandatory field

Organisation description – Mandatory field

B I |   |  |  |  | Format | 


- Nel creare una **nuova Organizzazione** è necessario indicare alcuni dati
- **Nome**
- **Descrizione** Organizzazione (può essere **modificata** dopo l'approvazione)

Create an Employer account – Creare una nuova Organizzazione 3

Sector – Mandatory field

- Select -

Logo

- Upload - 

Organisation type – Mandatory field

- Select -

Country – Mandatory field

- Select -

Contact details – Mandatory field

- **Settore:** scelta con digitazione
- **Logo:** formato indicato
- **Tipo:** Company, InfoPoint
- **Paese**
- **Dettagli di contatto**

Create an Employer account - Legal and privacy

Legal and privacy

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 would like to receive information on new and upcoming events

I have read the [legal notice](#) and the [privacy statement and specific conditions](#) and agree to their terms and conditions.

By registering for this event, my organisation commits to providing feedback to the European Job Days team by responding to a short online questionnaire and providing a reply on:

- The usefulness of the event for the organisation in general.
- The number of interviews carried out with candidates encountered at the event.
- The number of people subsequently given an offer of employment.

I have read the [legal notice](#) and the [privacy statement and specific conditions](#) and agree to their terms and conditions.

- Si consiglia di **lasciare accessibile il proprio account** anche dopo l'evento, per non dover "riallestire" in eventuale altro spazio espositivo

I confirm that I am the owner of all content contributed by me to this event (including visuals and sounds, if applicable).

Since some of the events may be streamed (also live) using the European Job Days platform, the national EURES website and/or EURES Social Media accounts and/or a dedicated Facebook or LinkedIn account, I agree to appear in these video(s). By ticking this box I agree in particular to:

- My contribution, including my presentation, being streamed, using the channels listed above.
- Handing over the rights of publication to the European Commission for the purpose of this event.

Create an Employer account

- Siamo **alla fine della creazione dell'account**
- **ATTENZIONE:** si riceverà **una e-mail per la conferma della registrazione** non appena un Event Organizer avrà approvato la partecipazione stessa
- Fate attenzione alla e-mail che consentirà **poi la creazione della password e la gestione dell'account**

CREATE ACCOUNT



EMPLOYER GESTIONE ACCOUNT

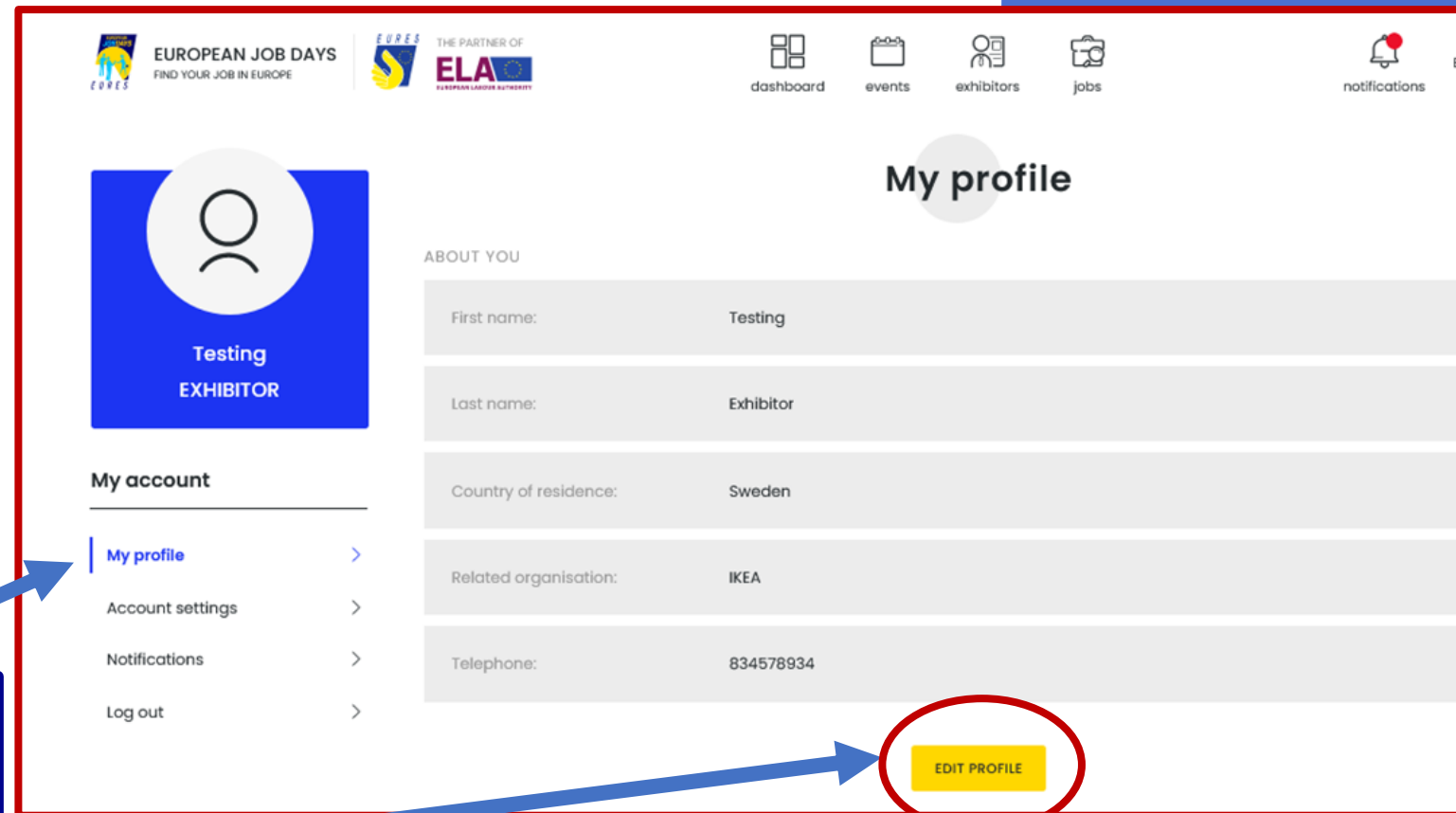
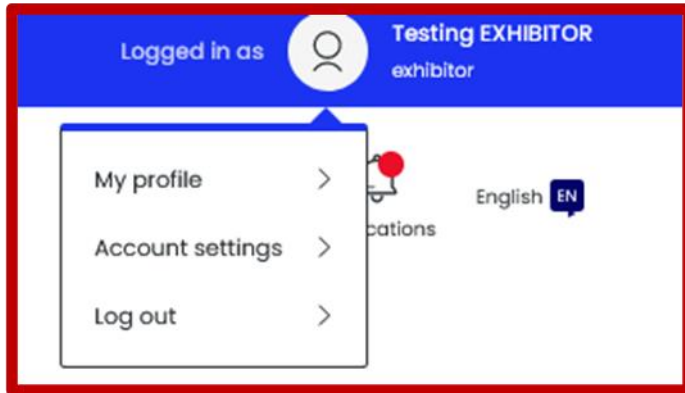


Login con USERNAME e Password

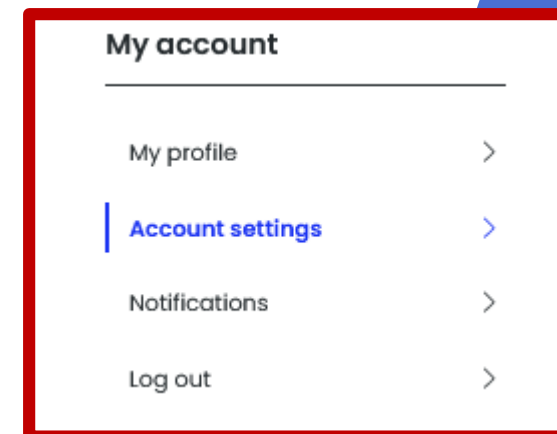
The screenshot shows the EURES exhibitor dashboard. The top navigation bar is blue and contains the text "Logged in as" followed by a user profile icon and the name "Testing EXHIBITOR exhibitor". Below this, there are navigation icons for "dashboard", "events", "exhibitors", and "jobs". On the right side of the navigation bar, there are "notifications" and "English EN" options. The left sidebar contains a "My dashboard" link, which is circled in red. Below the sidebar, there are sections for "My events" and "Organisation's panel". The "My events" section features two event cards: "Seize the Summer with EURES 2024" (Feb 21-22, PENDING) and "EURES ITALY FOR EMPLOYERS' DAY 2023 - 7th edition" (Nov 24, APPROVED). The "Organisation's panel" section includes links for "View my organisation", "Edit my organisation", "Jobseekers interested in my organisation", "How to join a job interview", and "Join chat with jobseekers". A magnified view of the user profile dropdown menu is shown on the right, with a blue arrow pointing from the user profile icon in the navigation bar to it. The dropdown menu contains the following options: "My profile", "Account settings", and "Log out".



My account



- E' possibile **modificare** il profilo
- E' possibile **gestire l'account** e **impostare le notifiche**



My dashboard

My event

- **Menù del cruscotto sulla sinistra**
- **MY EVENTS**
- **Verificare di essere registrati all'evento di interesse!**
- **Register for another event**
- **E' possibile invitare un college a registrarsi**

EUROPEAN JOB DAYS
FIND YOUR JOB IN EUROPE

EURES THE PARTNER OF
ELA
EUROPEAN LEADERSHIP AUTHORITY

dashboard events exhibitors jobs

notifications English EN

Search by keywords FILTERS APPLY

My dashboard

Jobs panel

- My jobs >
- Job applications >
- Interview timeslots >
- My organisation jobs >

Events panel

- My events >**
- My organisation events >

Organisation's panel

My events

Oct 12 **ICT Specialists for Norway and Sweden**

Event date: 12 October 2022

Event type: Online event

Registration status: **APPROVED**

EDIT PARTICIPATION

REGISTER FOR ANOTHER EVENT

Events panel

- My events >
- My organisation events >**

Organisation's panel

- View my organisation >
- Edit my organisation >
- Jobseekers interested in my organisation >

Info panel

- How to join a job interview >
- Join chat with jobseekers >

registration status: **APPROVED**

EDIT PARTICIPATION

Oct 03 - Oct 05 **EOJD workshop**

Event date: 03 - 05 October 2022

Event type: Online event

Registration status: **APPROVED**

EDIT PARTICIPATION

INVITE OTHER ORGANISATION MEMBER

My dashboard JOBS panel

- My JOBS
- Modificare le offerte già inserite
- Aggiungere nuove offerte

My dashboard My jobs

Jobs panel

- My jobs**
- Job applications
- Interview timeslots
- My organisation jobs

Events panel

- My events
- My organisation events

Organisation's panel

- View my organisation
- Edit my organisation
- Jobs seekers interested in my organisation

Info panel

- How to join a job interview
- Join chat with jobseekers

Marketing specialist in Sweden
Created on: 05 Oct 2022
Published by: Testing Exhibitor
Available for the following event: EOJD workshop

Marketing assistant in Spain
Created on: 05 Oct 2022
Published by: Testing Exhibitor
Available for the following event: EOJD workshop

Marketing manager in Portugal
Created on: 03 Oct 2022
Published by: Testing Exhibitor
Available for the following event: EOJD workshop

manager ventes
Created on: 22 Sep 2022
Published by: Testing Exhibitor
Available for the following event: Find your Beat in Gothenburg, West Sweden

Test job IKEA
Created on: 26 Jun 2022

MANAGE

MANAGE

MANAGE

MANAGE

MANAGE

ADD NEW JOB

My dashboard

JOBS nuova offerta 1

- La nuova offerta si può importare dal portale EURES
- Oppure si crea ex novo
- Compilando i campi
- Nella tipologia è possibile selezionare anche il lavoro da remoto

Basic information

Related organisation – Mandatory field
IKEA (33187)

Job title – Mandatory field

Available for event – Mandatory field
Find your Beat in Gothenburg, West Sweden [21 July 2022]

Job summary – Mandatory field

Date of expiry – Mandatory field
09 / 01 / 2023

Number of positions
1

Type of position
- None - x

Salary range
From to

Salary currency
- None -

Job requirements

Type of position

- None - x

- None -

Full-time

Part-time

Remote

Internship / Traineeship

Apprenticeship

Seasonal

Nice to have

Benefits

My dashboard

JOBS nuova offerta 2

- Si può importare un file
- Modalità di candidatura: non si può escludere “via piattaforma”
- Si può aggiungere “via e-mail” o via website”

How to apply

Application method — Mandatory field

Application on the platform only

Application on the platform + via e-mail

Application on the platform + via website

SAVE

Additional information

Sector — Mandatory field

- Select a value -

Workplace country — Mandatory field

- Select a value -

Workplace city

Education level — Mandatory field

- Select a value -

Education field

- None - x

One / all of the Education fields listed above is / are

One of those listed above is required

All of those listed above are required

Language skills

t -

ADD ANOTHER

Required ESCO skills

- None - x

Occupation field — Mandatory field

- Select a value -

Work experience

Are there any restrictions that may apply to this the job offer? — Mandatory field

Yes

No

Link for more information

URL

Link text

Add a new file

- Upload -

My dashboard - JOBS APPLICATION



- **Verificare lo stato delle candidature**
- **Le candidature in sospeso si possono declinare o il candidato si può invitare programmando una interview, il candidato dovrà rispondere per finalizzare l'appuntamento**

My dashboard

Jobs panel

- My jobs >
- Job applications >**
- Interview timeslots >
- My organisation jobs >

Events panel

- My events >
- Manage organisation events >

Organisations panel

- View my organisation >
- Edit my organisation >
- Jobseekers interested in my organisation >

Job applications

Select your event:
Find your Beat in Gothenburg, West Sweden [08 - 13 June 2022]

PENDING(0) INVITED(0) **SCHEDULED(1)** DECLINED(0)

08 JUNE 2022, WEDNESDAY Scheduled interview(s): 1

11:30 - 12:00 (closed)

APPLY INVITED **MEETING SET**

Testing JOBSEEKER

Job offer: Frontend Developer

Interview type: Online

Profile matching: **AVERAGE (40%)**

JOIN CHAT

MANAGE

My dashboard - INTERVIEW TIMESLOT

My dashboard

Jobs panel

- My jobs > 2022
- Job applications > Oct 12
- Interview timeslots >**
- My organisation jobs >

Interview timeslots

ICT Specialists for Norway and Sweden

Interviews date: 12 October 2022

Online timeslots: 0 booked / 12 available

Onsite timeslots

VIEW TIMESLOTS

EDIT TIMESLOTS

Attenzione! Per poter programmare interview e invitare i candidati è **necessario programmare l'agenda personale (view - edit)**

TIME Europe/Berlin (CEST)	ONLINE TIMESLOTS
10:00 - 10:30	1
10:30 - 11:00	3
11:00 - 11:30	5
11:30 -	-

EDIT TIMESLOTS

My dashboard - Organization's panel

- In questa sezione è possibile **modificare la descrizione** della propria Organizzazione
- **ATTENZIONE!** E' qui che è possibile anche accedere ai **Cv/dati di candidati che abbiamo espresso interesse all'Organizzazione**, pur senza una candidatura per una specifica offerta

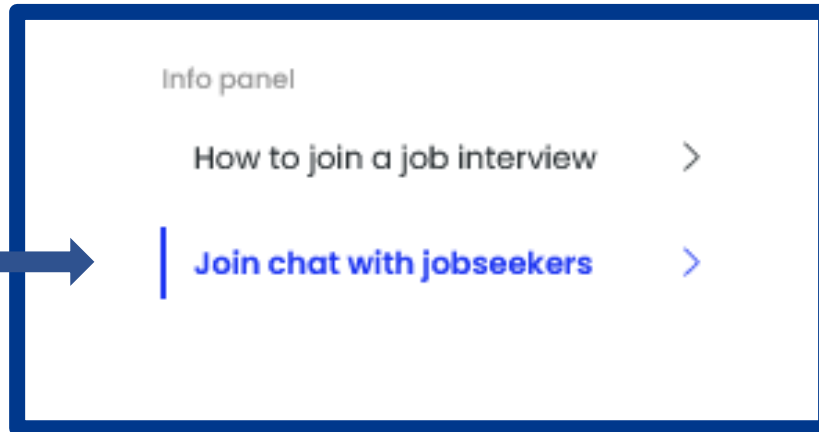
Organisation's panel

View my organisation >

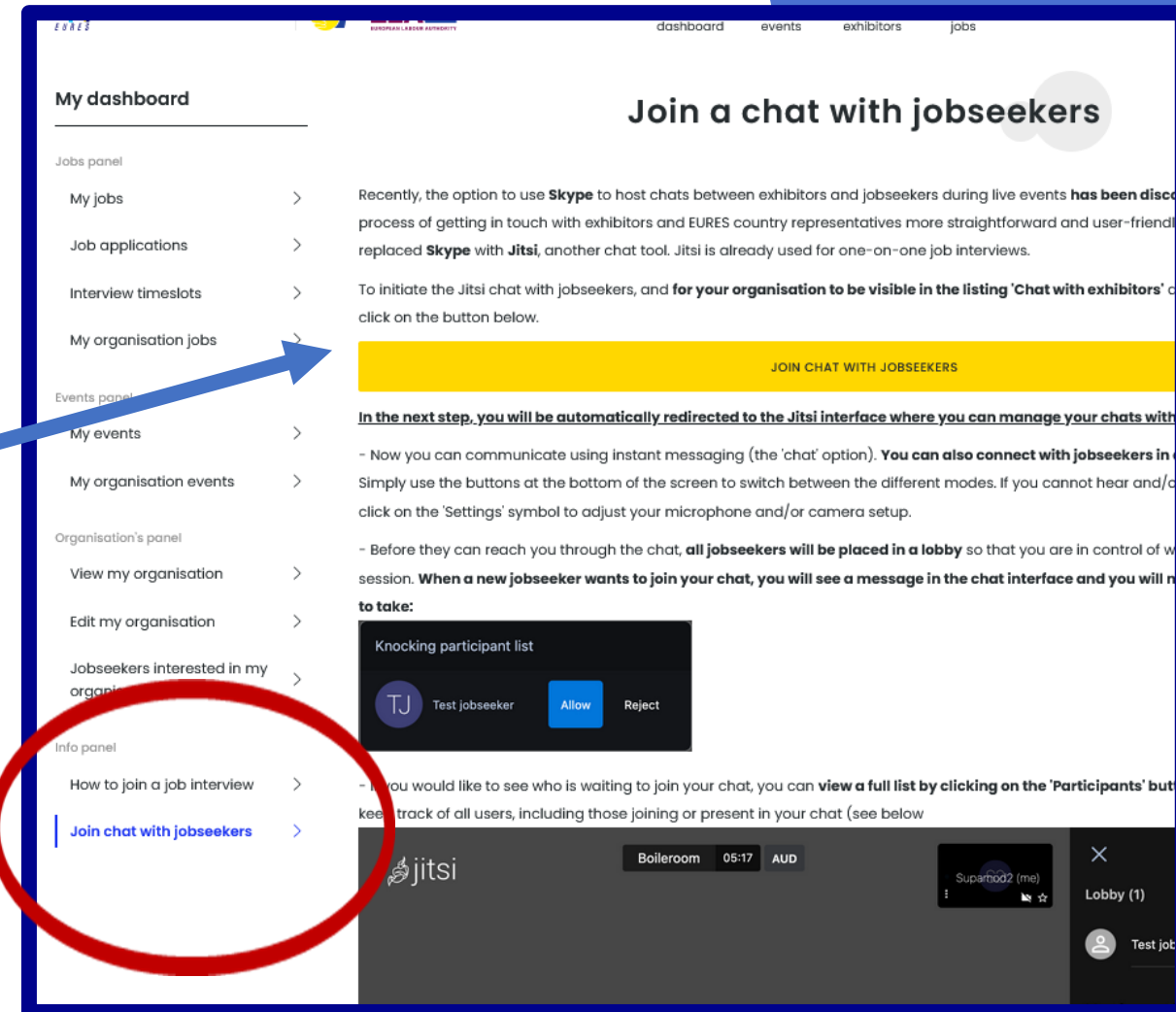
Edit my organisation >

Jobseekers interested in my organisation >

My dashboard - «CHAT with Jobseekers»



- Il giorno dell'evento è possibile chattare con i visitatori collegati
- Dopo essersi loggati cliccare qui:
- **EVENTO LIVE: in PROGRAMME è possibile chattare pubblicamente**



My dashboard - «Conducting JOB INTERVIEW»

Se è stata confermata una fascia oraria per il colloquio con una persona in cerca di lavoro, è sufficiente andare nella sezione "**Job applications**" del menu del cruscotto e **clickare sul pulsante "JOIN CHAT"** per incontrare il candidato all'ora concordata per il colloquio. Verrete **automaticamente reindirizzati** a una videochiamata in cui si svolgerà il colloquio..

Inoltre, potrete accedere a tutti gli strumenti di comunicazione indicati dalla persona in cerca di lavoro e **utilizzarli esternamente** per condurre un colloquio online con il candidato. Per trovare queste informazioni, cliccate sul pulsante "**Manage**" e poi su "**See profile**". Se disponibili, le opzioni di contatto alternative saranno elencate nella sezione "**Contact options**".



HOME PAGE EoJD



HOME PAGE

EUROPEAN JOB DAYS
FIND YOUR JOB IN EUROPE

THE PARTNER OF
EURES
ELA
EUROPEAN LABOUR AUTHORITY

Home / Events / Seize the Summer with EURES 2024 / About

English EN log in

5 50

Seize the Summer with EURES 2024
Find a job in Tourism, Entertainment, Hospitality or Catering

REGISTER FOR THIS EVENT

Se si è loggati è sempre possibile raggiungere, dal menu orizzontale in alto, la propria dashboard o tutti gli eventi, le offerte, gli espositori

oppure

Il menù orizzontale in alto indica home, events, exhibitors, jobs **ed è possibile FARE LA RICERCA con gli apposite FILTRI**

VIDEO TUTORIAL



www.europeanjobdays.eu



<https://www.youtube.com/watch?v=PohgfTCPYrY>



www.europeanjobdays.eu



EUROPEAN JOB DAYS
FIND YOUR JOB IN EUROPE



THE PARTNER OF
ELA
EMPLOYER LABOUR AUTHORITY



home



events



exhibitors



jobs



log in

English


EN


Search by keywords


- Any category -

APPLY

Video tutorials

 Registration for Exhibitors (New) Guarda più... Condividi

REGISTRATIO  R EXHIBITORS

Guarda su  YouTube

Registration for Exhibitors
Exhibitor EURES Adviser

 Registration for Jobseekers (New) Guarda più... Condividi

REGISTRATIO  R JOBSEEKERS

Guarda su  YouTube

Registration for Jobseekers
Jobseeker

<https://www.europeanjobdays.eu/en/video-tutorials>



Per ulteriori informazioni

EURESITALYEOJD@anpal.gov.it



#EURESjobs

