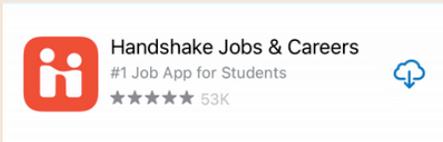


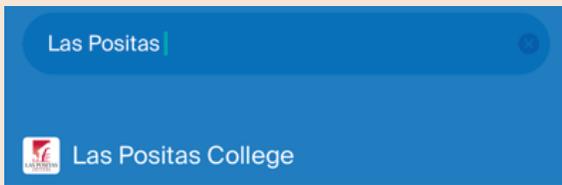
# Guide to Handshake Mobile App

## The Las Positas College Internship and Job Board

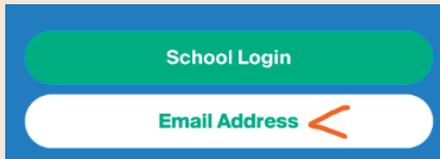
**1** Download the app on your phone.



**2** Open the app and search for "Las Positas College"



**3** Select "Email Address"



**4** Enter Zonemail address\* and create account

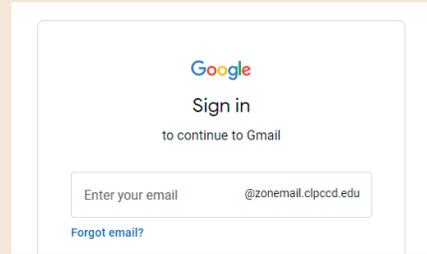


\*Don't know your Zonemail address? Go to the website below to find it and learn how to sign in.

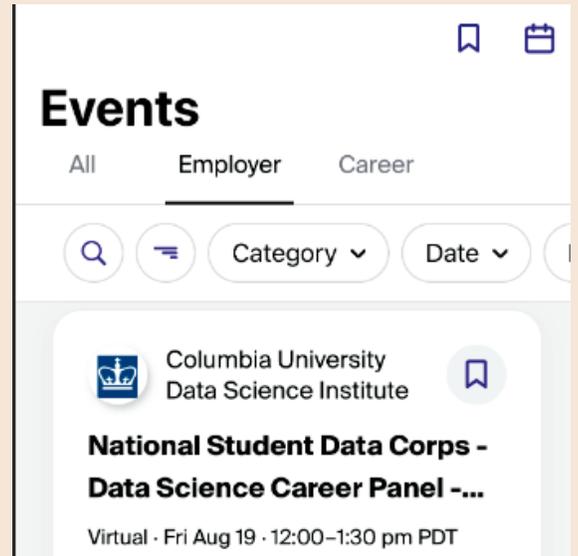
<http://www.laspositascollege.edu/zoneinfo/>



**5** Confirm email by signing in to Zonemail\*



**6** Go back to the Handshake app. Turn on notifications to learn about job fairs, events, and receive messages from the LPC Career Center and employers.



**7** You can also use the Handshake website to edit your profile, upload a resume, and apply for jobs.



[laspositascollege.joinhandshake.com](http://laspositascollege.joinhandshake.com)

# Guide to Handshake Website

## The Las Positas College Internship and Job Board

1 Go to the website:

[laspositascollege.joinhandshake.com](https://laspositascollege.joinhandshake.com)



2 Enter Zonemail address.

3 Don't know your Zonemail address? Go to the website below to find it and learn how to sign in.

<http://www.laspositascollege.edu/zoneinfo/>

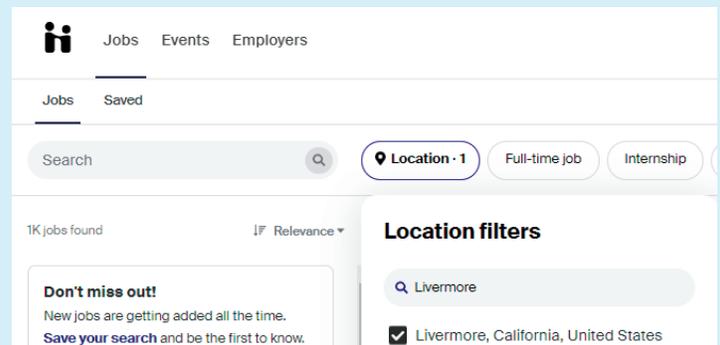


4 Handshake will send a confirmation email to your Zonemail account. Confirm your email by signing into Zonemail.

5 Return to the Handshake website and set up your account

[laspositascollege.joinhandshake.com](https://laspositascollege.joinhandshake.com)

6 To find jobs and internships, click on the **Jobs** tab at the top. Use filters to search for "on campus" student positions or jobs/internships in a certain location. Click on the **Events** tab to view upcoming job fairs, informational career panels, and workshops.



7 Continue editing your **profile** so that Handshake can message you with jobs that fit your interests.



8 Forward your Zonemail to your personal email account to receive notifications there.

