

# Handshake: How To Write Your First Review

## 1 Login

Login to Handshake student portal at <https://louisville.joinhandshake.com/login> using ULink credentials and *NOT* your UofL email address.

Login to Handshake using your ULink username and password.

Username  
k0huds02

Password  
.....

Don't Remember Login

Clear prior granting of permission for release of your information to this service.

Login

Note ULink credentials as username and not UofL student email.

## 2 Select the profile drop-down menu on the right side of the navigation bar


Jobs Events Q&A Students Messages Career Center -  Kyle -

## 3 Select "My Reviews" from the drop-down menu

My Profile  
Documents  
Applications  
**My Reviews**  
Career Interests

## 4 Click the blue "Write a review" button

You haven't written any company reviews



Write a review of companies you've worked for to help other students learn from your experience

Write a review

## 5 Identify your experience type

Indicate what type of experience you had at the organization you want to review. After the correct bubble is checked, click the **Next** button.

What kind of experience did you have?

Internship  Taking Classes

Summer Job  Studying Abroad

Research  Taking Time Off

Volunteering  Other

Next

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## Identify your role

Fill in details about your role like job title, employer, location, dates worked, and how you found the job. Then click the blue **Next** button in the bottom right corner.

Job Title  
Ex: Marketing Intern

Employer  
Type to search...

## 7a Write your review

Write in the three text boxes provided to share what you liked, what you wish had been different, and one piece of advice about your experience.

What did you like?

What do you wish had been different?

What's one piece of advice you would share about this experience?

## 7b Select privacy setting

After writing your review above, select a privacy setting. These options will determine how your review will show up once it has been submitted and approved. Then click **Next**

Suggested: Most helpful to other students

Kyle Hudson  
Masters • Business Analytics • University of Louisville

Reviewer  
Masters • Business Analytics • University of Louisville

Not visible to students or employers  
Your review will always be visible to your career services center.

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## Rate (optional) and submit

Give your experience a rating of up to 5 stars and select other informative tags regarding the company and experience.

When ready, click the **Submit**

How was your experience?  
How likely would you be to recommend this experience to another student?

★★★★★

What type of employer was this?

Startup High Growth Established  
Mid-Size Company Large Company

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## Interview feedback (optional)

If you'd like, fill out two text boxes with answers about your experience in the interview process.

Then click the blue **Next** button in the bottom right corner.

You are finished and your review must await approval from Handshake.

What was the interview process like?  
If you didn't have an interview, please type "There was no interview."

What was one question you were asked in the interview?