What is talentefinder?

*Talentefinder* is the platform that we during our online career fair next digital, that will be taking place on 17 June 2021, from 11 am to 5 pm. On this platform companies and students will have their own profiles and the idea is to find one or more matches. Unfortunately, the website is not yet available in English. This is why we have done this guide where we will show you how to create an account on *talentefinder* and how to use the main functionalities of the platform.

Creating an account on *talentefinder* step by step

1. Go to [www.next.saarland](http://www.next.saarland) and click on “Anmeldung” just at the upper part of the page.

2. Fill out the form, by including your email address, your phone number and then create a password. After that, select “StudentIn” and click on “Weiter” on the bottom right of the screen.

3. Complete the second part of the registration form, by adding your first name, your last name and your date of birth. After this, click on “Weiter”.
4. This is the last part of the form. Add your place of residence, your postal code and the country you are in, that is “Deutschland”. You can now click on “Jetzt registrieren”.

5. You will receive an email from talentefinder, in which you will find a 4-digit code. Click on “bestätige”, so that you can confirm your new account. Enter the code on the website that will appear on your browser and then click on “Konto bestätigen”. Your profile is now set up! In case the email has not arrived: First check your spam folder, and otherwise contact the talentefinder-support.

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**Edit your profile**

This is probably the most important step in preparation for the job fair. Without a complete profile few are the chances that companies will “like” your profile. Here we guide you through each one of the elements you need to take into consideration.

First of all, click on blueish circle in the lower left area of the website to access the profile editing area. (sometimes the circle appears to be reddish)
In the profile area you have multiple options to fill your profile with information. The “Coverbild” button at the upper right lets you upload an appealing picture of yours to represent your profile.

Providing some basic information about your person is mandatory to start matching companies. First of all, you have to provide information about your course of study (="Über dein Studium"). It is necessary select an option from the drop-down menu about your field of study (="Studienbereich"), your academic degree sought (="Abschluss"), and the semester (="Semester") you’re currently enrolled for. Information about your targeted graduation year (="Abschlussjahr") and your specific area of study (="Schwerpunkt") can be given optionally.

Secondly, you have to state which type of jobs you are looking for (="Du suchst"). You can select multiple options of different types of jobs by checking the boxes (="Einstiegsarten"). Furthermore, you can specify several preferred working locations (="Einstiegsort").

Those profile editing steps being completed, you are ready to start matching companies. However, we recommend that you investigate the further editing options to give your profile a very striking appeal and thus increase chances to match with a company.

In the following you will find a brief glossary of translations of the other editing options.

- **Profilslogan** = Concise sentence that captures your profile or personality
- **Stärken** = Personal strengths that set you apart from the crowd
- **Werdegang** = Describe the four most important milestones in your past career in light of your academic education (="wichtigste Ausbildung"), work experience (="relevanteste..."
Berufserfahrung”), experience abroad (="prägendste Auslandserfahrung") and voluntary work (="Freiwilliges Engagement").

- Sprachkenntnis = Language skills
- Lebenslauf = resume

Registering for digital next on talentefinder

If you followed the registration link via next.saarland, you will be already registered for the next digital. In case you’ve created your profile via talentefinder.de, you will have to register for our career fair manually:

1. Click on the “home” symbol on the sidebar on the left of your screen.

2. Scroll down until you see our event “next digital – Online-Karrieremesse der Saar- Uni” and then click on “Anmelden”. A message will pop-up asking you if you really want to register for our event. You then need to click on “Anmelden” once again. 😊

Get to know the key features of the platform

Once you have registered for the event, you will be able to access the most important features on talentefinder. We explain you what you can do in each of them, so that you can use them efficiently and have the best experience during the fair as possible.
“Dashboard”

The “Dashboard” gives you an overall view of the event you have registered for. At the top right your profile area (“=Profil”) is located, where you can edit your profile (“=Profil bearbeiten”) and have direct access to the job wall (“=Jobwall”). In the middle of the dashboard, there is a button to view all the companies associated with the event (“=Alle Unternehmen anzeigen”). There is also another button to immediately start matching those companies (“=Jetzt Unternehmen matchen”). In the lower area, you can see the event programme of the next digital (“=Eventprogramm”) and the latest job publications (“=Neu veröffentlichte Jobs”).

“Matching”

Once you have confirmed your mail address and provided basic information about your course of study (=“Über dein Studium) and your preferred type of jobs (=“Gesuchte Anstellung”), you can start matching companies.

For every company, you get to choose whether you want to skip this company (left button), dislike it (middle button) or like it (right button). A dislike cannot be made undone; so, if you’re still unsure if you want to like a certain company or not, you should press the left button first.

In the upper right part of the matching area you can filter the companies you want to be shown according to certain criteria.

Once you and another company liked each other, it’s a match. From this point on, you can chat with each other and, if both are interested, arrange a meeting on the day of the fair.

“Nachrichten”

In the “Nachrichten”-section you can chat with another company after a successful match. Here the “Superlikes” could also be displayed: Companies have the limited options of superliking a student, which means that it will be a match no matter if the student liked this company or not.
“Dates”

In the “Dates”-section, you can manage your dates. Further you have the possibility to block certain time slots that does not fit in your agenda on that day.

11:00 Freier Slot

“Jobwall”

In the “Jobwall”-section, job postings of the companies are shown. You can either just scroll through the job postings or filter your view by specifying your preferred type of job (=“Einstiegsart”) or job sector (=“Branche”).

264 Jobs filtern
Nutze Filter, um verschiedene Einstiegsmöglichkeiten und Branchen in den Jobs zu finden

Einstiegsart
Nach Einstiegsart filtern

Branche
Nach Branche filtern