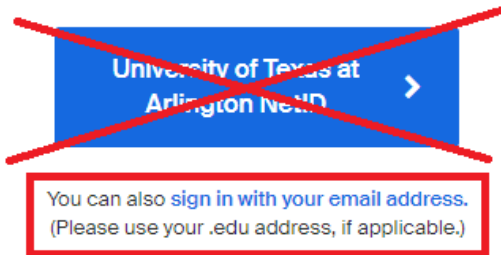




Faculty and Staff Handshake Login Guide

- Navigate to uta.joinhandshake.com
- Single Sign On is not supported for faculty and staff accounts – click “sign in with your email address”

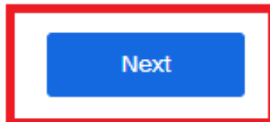
University of Texas at Arlington



- Enter your UTA email and click next

University of Texas at Arlington

Enter your email (use your .edu email if applicable)



[Need help?](#)



- Enter your password and click “sign in”

Please enter your password to sign in.

[Forgot your password?](#)

Keep me logged in

First Time Logging in?

- If it's your first time signing in, you will be prompted to create an account. Select “I’m an Employer” from the options.

You can sign up for a new account by selecting one of the following options:

- Use your UTA email, enter a password of your choice, and click sign up
Sign up as an Employer

Email Address (use your work email)

Password

Confirm Password



Career Development Center

DIVISION OF STUDENT AFFAIRS

- Enter your first and last name, phone number, job title, and select the types of students you would like to recruit. Adding your Alma Mater is optional. Click next to see the employer guidelines.

Welcome to Handshake

Before continuing, we need a bit more info

First Name

Last Name

Phone Number

Job Title

Tell us the types of candidates you would like to find

- Agriculture, Food & Horticulture
- Arts & Design
- Business, Entrepreneurship & Human Resources
- Civics & Government
- Communications
- Computer Science, Information Systems & Technology
- Education

Add your Alma Mater

School Name

Graduation Year

My school is not listed, let me type my own

[Add another Alma Mater](#)

[Next: Employer Guidelines](#)



- Select “no” (not a third-party recruiter) and click next to confirm your email address.

Handshake Employer Guidelines

Millions of students place their trust in Handshake and the companies on our platform. To maintain that trust, all employers on Handshake must agree to the following general guidelines, in addition to our [Terms of Service](#):



Be Accurate and Trustworthy: Tell the truth about your company, your team and the jobs available.



Keep Your Commitments: When you make a commitment to a school or student, keep it. If you can't, work to provide a fair and equitable path for affected students.



Be Fair: Do not discriminate based on ethnicity, national origin, religion*, age, gender, sexual orientation, disability or military / veteran status or lack thereof.



Keep Student Info Confidential: Guard student information as if it were your own. Do not disclose any personal information without the prior consent of a student.

In addition, most career service centers require employers to abide by the full [NACE Principles for Employment Professionals](#).

Are you a 3rd party recruiter working on behalf of another company?

Yes

No

By continuing, you agree to the [Terms of Service](#), acknowledge you have read the [Privacy Policy](#), and agree to Handshake's Employer Guidelines. You will also receive communication from Handshake related to your jobs and on campus activities.

*As with EEOC's Title VII, this does not apply to institutions whose purpose and character are primarily religious (i.e. a ministry).

Next: Confirm Email

- Check your inbox to confirm your email address. Didn't receive the email?
 - Make sure your email is entered correctly without typos
 - Check your spam folder
 - Add handshake@m.joinhandshake.com to your contacts
 - Click to resend the email



Great! You've successfully signed up for Handshake.

We've sent you a link to confirm your email address. Please check your inbox. It could take up to 10 minutes to show up in your inbox.

Didn't receive the email?

1. Is [redacted] your correct email without typos? If not, you can restart the sign up process
2. Check your spam folder
3. Add handshake@m.joinhandshake.com to your contacts
4. Click [here](#) to resend the email


Still having trouble?


[Contact us](#)



- Open the email and click “Confirm Email” at the bottom

Email Confirmation

 Handshake <handshake@m.joinhandshake.com>
To [redacted]

 If there are problems with how this message is displayed, click here to view it in a web browser.

Handshake

Confirm your email address on Handshake

Hi [redacted],


Welcome to Handshake! Please confirm your email address to get started:

[Confirm Email](#)

- Scroll down to find your department at UTA and click “request”. Then click next at the top.

Step 3 of 4 - Join Company [Next: Connect to Schools](#)

Great! It looks like your company is already in Handshake.




[Request](#)

University of Texas at Arlington Libraries

We are a library that values exploring risk and revolutionary concepts in libraries. We think beyond traditional collections and services by developing programs that push creation, exploration, and innovation by our faculty and students. As UT Arlington accelerates its journey as a cutting-edge urban university, the Libraries' excellent staff and services are the heart of the campus, united toward...

702 Planetarium Pl, Arlington, TX 76019 | <http://library.uta.edu/>



[Request](#)

University of Texas at Arlington Lockheed Martin Career Development Center

Are you a part of a division within this company?

No problem. First join this company, and then you'll be able to set up your division within it.

Unable to join?

For security reasons, if you're using a personal email address you won't be able to join this company. Either [contact us](#) or [start the sign-up process over](#) with your company email address.

Not your company?

[Create New Company](#)



- You don't need to select any schools, just click next at the top.

Step 4 of 4 - Connect with Schools

0 Schools selected [Next: Finish](#)

We recommend selecting 10-15 schools to connect. Don't worry, you can add more later.

Search

Showing 895 results

	Medaille College Buffalo, New York • 2,759 students	+
	Arizona State University Tempe, Arizona • 71,946 students • #1 Most Innovative Sc...	+
	Babson College Wellesley, Massachusetts • 3,681 students • #1 in Entrepr...	+
	California Polytechnic State University - San Luis Obispo San Luis Obispo, California • 19,246 students • #1 Top Pu...	+

My Selected (0) [Clear](#)

Filter Schools by

Region

- Midwest
- Northeast
- South
- West

Location

Rank

- Done! Just wait for approval.

Thank You for Signing up for Handshake!

Your Current Status:

Pending approval at University of Texas at Arlington Lockheed Martin Career Development Center

Pending connections with 0 schools



Your approval request has been sent to the Account Administrator(s) at University of Texas at Arlington Lockheed Martin Career Development Center: N. Philip. **As soon as you're approved, we will notify you via email.**