Career Fair Prep & Follow-Up Tracker

Use this worksheet to stay organized, track your conversations, and follow up like a pro.

Before the Career Fair: Prep Tracker (Get ready so you don't walk in blind)

Top 5 Employers I Want to Meet

Employer	What They Do / Why I'm Interested	Key Roles/Programs	Questions I Want to Ask	Notes

During the Career Fair: Conversation Tracker (Don't just collect swag — collect info)

Employers I Talked To

Employer	Recruiter's Name	Role(s) Discussed	Key Takeaways	Next Steps They Suggested

After the Career Fair: Follow-Up Tracker (The fortune is in the follow-up)

Employers I Want to Stay Connected With

Employer	Recruiter Contact Info	Date I Sent Thank-You	How I Followed Up (Email, LinkedIn, etc.)	Next Step / Reminder