

NSBE46 FAQ Part 2

NSBE46 & Contingency Planning

Q	What happens if things don't clear up to have an event in August?
A	NSBE is considering all options, including a virtual alternative, should COVID-19 travel restrictions persist through August. We will also be offering the option for partners to reallocate their current funding to NSBE47 which takes place March 10 - 14, 2021 in Orlando, Florida.
Q	What if company travel restrictions and guidelines prevent us from participating? i.e. Large events and conventions.
A	NSBE will be offering the option for partners to reallocate their current funding to NSBE47 which takes place March March 10 - 14, 2021 in Orlando, Florida.
Q	We can say that we are participating now but what are refund policies and guidelines in the event we do not get company clearance.
A	Since the NSBE46 convention has not been cancelled, we have not yet established refund policies or guidelines. There is an existing policy allowing NSBE46 funds to be applied to the NSBE47 convention. We will continue to monitor the situation and adapt our policies, as necessary.
Q	I just completed the Next Steps form but forgot that the institution is suspending all travel. How can I update that information?
A	That is not a problem. The Next Steps form was meant to help the Fund Development team project participation in our virtual career fair and attendance for NSBE46 in August. The Fund Development team will be sharing an extended deadline that will allow partners more time to determine their final decision about participation in these events or if they would like to allocate their dollars to the NSBE47 convention.
Q	Is there an estimate on the refund timeline? My employees are being asked to submit their expense report internally.
A	NSBE is refunding registrations for individuals and exhibitor staff who cannot attend NSBE47, as long as they followed the guidelines and submitted their requests on the NSBE Registration Refund form. Refunds that meet the established criteria will appear on the credit card provided within 30 days. We apologize if you are experiencing delays in receiving your refund. The team is working very hard with the vendor to work through any outstanding requests. If you have any questions pertaining to registrations, please reach out to NSBE46registration@conferencedirect.com.
Q	Is NSBE financially stable and able to sustain operations without donations from partners? Do you have cash on hand to sustain operating costs for a certain amount of time? If so, how long?
A	The financial health of NSBE is publicly available via the form 990 that is filed annually with the IRS. However, as a charitable organization we do rely on donations from corporations, foundations, organizations and individuals to provide operating funds every year [as do most organizations of our type.] We are not self-funded and, as we shared on the call, our annual convention represents a substantial percentage of our annual revenue. Like thousands of non-profit and for-profit organizations across the country, NSBE is looking at all available options to maintain our operations without disruption. Like many in our space, we have turned to our donors to request special assistance during this period. We recognize many of your organizations are dealing with uncertainty and hard decisions and understand if you cannot do more to help, we are simply asking those in a position to lend assistance to consider supporting NSBE with a charitable gift. Donations, though not always "charitable" as defined by the IRS, are how most non-profits raise their operating funds, even during "normal" working environments.
Q	We were planning to attend the NSBE 46 and now are not. Are we still provided complimentary access to post jobs for 3 months along with access to resumes?
A	Yes; NSBE will not suspend any of the credits we have offered our partners to access the NSBE Career Center. We want to be able to connect our partners to our membership in any way that we can. Once you go to careers.nsbe.org, and you sign into your employer account, you can select the "NSBE46 August Prescreening" package and utilize the Coupon Code NSBE46 to receive complimentary access to the resume database. If you have any questions about your NSBE Career Center Employer account, please reach out to Franco Holmes at fholmes@nsbe.org.
Virtual Career Fair	
Q	Can I sign up for virtual career fair at a later date?
A	Partners will be informed when registration opens and the date registration closes during the week of April 13 [this week], the window will be tight so we ask your cooperation in adhering to the schedule. There will be some activities for exhibitors to complete to "build" their booth so we need you to respond within the timeframes we provide.

Q	Will there be a separation of APEX members still?
A	Yes
Q	What about companies that have a larger sponsorship/booth? Compared to those that had a smaller sponsorship/booth. We were investing in a hospitality suite, 20X30 booth, bringing 45 people. 2 seats at a virtual career fair does not seek equitable. Could we at least bump that up to the Gold that's complimentary?
A	The NSBE Virtual Career fair is not meant to be a replacement for the in-person convention in August, however, we recognize some of you have made very large investments in NSBE46; we know who you are and will contact you directly. For all other partners who will be attending the August convention, this is a complimentary service we are providing. This service is an additional cost to NSBE but we want to provide a good experience for our partners.
Q	Can we use the funds that we already paid for NSBE46 in August toward the virtual career fair upgrades?
A	This is an example of why it is so important that we speak to each partner about your total investment. We want to examine your investment across the virtual career fair, NSBE46 and/or NSBE47 so we have a total picture of your objectives. We can reallocate dollars, as necessary.
Q	What is the latest we can give you on our participation for the virtual career fair?
A	We will release the registration period this week.
Q	When is the database available to us? And when is the dedicated call for details on details regarding the Virtual Career Fair?
A	We will announce your access to the virtual environment this week and provide more details during the partner call on April 15, 2020. There will be a dedicated training/information call for the virtual career fair after that [date tbd.]
Q	Is there a cost for additional recruiters for the virtual career fair? 2 volunteers seem limited
A	We shared the different levels available for consideration, please contact us to determine which package might best serve your needs or if you require a custom solution.
Q	Will we receive names and potentially resumes of individuals participating?
A	There will be a period before the virtual career fair to peruse resumes and for the job seekers to review your hiring opportunities. Once registrations dates are established for both groups we will subsequently share the review period prior to the career fair.
Q	This is for everyone who had a booth on the exhibition floor correct?
A	The standard package is a complimentary service to all partners who were expected to participate in the career fair in March and is still participating in the NSBE46 convention in August.
Q	Are you also planning a virtual interview event?
A	Partners will have the ability to interview candidates during the virtual career fair. Additional details and instructions on how to use your virtual booth will be shared shortly.
Q	At what point will you release the number of student registrants and their classifications/majors who plan to attend?
A	We will open registration soon for job providers and job seekers; once you have access, you will be able to review resumes and candidate information as participants upload their credentials. There will be a due date for all candidates to update/upload their information so there will be a build over some short period of time before everything is on the platform.
Q	Does participation in the virtual conference mean we have to recruit? Can we utilize some of the other features provided as necessary? Especially if we can use the opportunity to tee things up for August.
A	No. Please speak with a member of the fund development team to determine the best solution for your organization based on your objectives for the virtual career fair.

Q	Does 6connex require candidates and interviews to be prescheduled or will it be on the spot to determine interviews?
A	The system does not require pre-scheduled interviews. However, recruiters can contact pre-screened candidates through traditional channels to arrange for an interview on the platform at a specific time. You will see candidates in queue so your team can manage pre-scheduled applicants and connect with other candidates in real-time [just as you would for an in-person fair.]
Q	Can you all speak to the accommodations for educational institutions?
A	All partners will have private booths allowing applicants to sort by job type [e.g. internships, fellowships, full-time] and segment which organizations are most closely aligned with their career goals. The "signage" and sorting will allow candidates to identify opportunities and partners to identify candidates.
Q	What if you canceled for this year? What would be the cost for the VCF?
A	You can select from any of the partnership packages offered, starting at the Standard package at the cost of \$2,500. Additional details about the Virtual Career Fair packages and how to sign up will be shared shortly. In the meantime, please reach out to the fund development team for more information.
Q	If we opt to reallocate to NSBE47 the career fair is no longer complimentary?
A	The Standard partner level is complimentary during the Virtual Career Fair to all partners that have received a credit for #NSBE46.
Q	Do we need to have open jobs to participate in the virtual career fair?
A	No; This virtual experience is to be used at your discretion. We want you to utilize whatever benefits you can gain from networking with our membership.
Q	If our jobs are currently posted do we need to post again?
A	No; you will not need to post your current position again in the NSBE Career Center. Job seekers will have access to the NSBE Career Center and be able to apply to those postings.
Q	Is the resume database similar to NSBE database?
A	The search fields for the Virtual Career Fair are pulled from the registration database. The criteria will be commonly available data that applicants provide during registration.
Q	Can we search on citizenship and other criteria?
A	Yes. It will also include if applicants have security clearances or require sponsorship.
Q	Is there an opportunity in the career fair to support via developmental workshops? (similar to what we do with on-site conference)
A	That capability will be offered in future virtual career fairs. Given the tight turnaround for development of the virtual career fair environment, we will not be able to offer live workshops. We are exploring the extent to which we can use pre-recorded content, outside of the booth spaces, for consumption by all users. Please reach out to your fund development representative to discuss options for video content.
Q	Are all organizations allowed on the platform both days?
A	Yes
Q	How will this platform accommodate educational institutions vs corporations/job seekers?

A	Job seekers and job providers are able to filter by "job type". Applicants will be directed to partners that best meet their classification.
Q	Who do we email specifically to get in contact for participation? Can universities also participate in the virtual fair?
A	#NSBE46 Exhibitors will automatically be provided the Standard partner package at a minimum. New partners or existing partners seeking an upgrade should contact Kaylan Somerville [ksomerville@nsbe.org] or Jessie Sussen [jsussen@nsbe.org] to discuss your participation and complete the applicable commitment form. Yes, universities can participate.
Q	For companies that were registered for NSBE46, is the \$2500 subtracted from the Upgrade cost?
A	No. NSBE is providing a complimentary booth for each registered partner, please contact your fund development team member to discuss your upgrade options.
Q	As an educational institution, the partner levels were more geared towards corporate sponsors so we worked with NSBE members to put together a more applicable package; how will we know what we would qualify for?
A	The platform provides opportunities to have multiple seats for organizational representatives, to upload collateral materials and presentations, and to brand your institution. Please contact your NSBE fund development contact to discuss your options.
Q	Is there a demo available for 6Connex?
A	Though there is no demo that will mimic our exact environment, you can see an example of the environment here: https://drive.google.com/file/d/1DgEHrLrxvnNXUrq39T89AfJclsfYoR-/view. We will provide some additional screen shots during the next partner call. Additionally, we will open access to all partners [with instructions] soon so you will experience the actual environment.
Q	So these booths are in addition to what we selected for the face to face convention vs a duplication?
A	Yes
Q	There are lots of competing career fairs in April, how has NSBE really evaluated the value add to progress with the virtual career fair?
A	Our decision was based on partner/exhibitor feedback and member feedback regarding the desire to participate in a virtual career fair. As you might imagine, competition for limited virtual career fair resources developed quickly so we scheduled the dates, based on available inventory, as early as possible. In balancing the responses we received and the expressed needs of our diverse stakeholders with the solutions available to us, we concluded moving forward with a virtual career fair was the right decision for many of our constituents.
Q	What are the hours of the booth and can we come and go as we please or will the booth be open the whole time? Some platforms allow you to come from 8-10 and then 2-5 (example).
A	We will share the hours of the fair on the next partner call.
Q	To which NSBE demographic are we marketing the Virtual Career Fair?
A	The Virtual Career Fair will be marketed to all individuals who registered for the NSBE46 convention as well as the entire NSBE membership that otherwise might not have been able to attend.
Q	How are we marketing the Virtual Career Fair?
A	NSBE will be marketing the Virtual Career Fair through email, social media and our website. Our NSBE chapters and leadership will be spreading the information as well.
Other	
Q	I understand that there are long term agreements and contracts established for future National conferences; however, I'm curious as to why NSBE is not open to renegotiating the timing of those conferences to align with a Fall National Conference that better aligns with Corporate Hiring Cycles. I'm sure with the bargaining power of 10K attendees behind it negotiating future commitments will not be an issue. Honestly, NSBE is late to the hiring cycle with its current schedule and its negatively impacting the ability of a number of its member to be first to the available opportunities which it was the other major conferences have realized already (SWE, SHPE, and SASE). Time to get in the game.

A	<p>Thank you for sharing your thoughts. This is a long-standing request from partners and has been elevated several times to the National Executive Board of NSBE. The request has been raised again recently. There will be a meeting between the BCA Steering Committee and the National Chair of NSBE in a couple of weeks, that issue is sure to be raised in that forum. NSBE is aware of many of the corporate hiring cycles and continues to work with all stakeholders to satisfy a multitude of needs, we will continue to examine this topic.</p>
Q	<p>When do the hotel room blocks open and when do we get to make our request?</p>
A	<p>An email was sent on April 13, 2020, from the housing vendor inviting individuals to secure their housing. If you have any questions about your housing or you need any assistance, please reach out to NSBEhousing@conferencedirect.com.</p>
Q	<p>When will we receive the \$125 housing cancellation fee with the host hotel?</p>
A	<p>The "system" [not computers but personnel] was overwhelmed by the requests and modifications that occurred all at once. Many of you have received your refunds and the outstanding refunds will be completed within 30 days.</p>
Q	<p>Can you provide the "Partner Call" link?</p>
A	<p>ALL PARTNER CALL 4PM EST [bi-weekly during the month of April; Monthly starting May 13, 2020]</p> <p>Join Zoom Meeting https://zoom.us/j/572697318</p> <p>Meeting ID: 572 697 318</p> <p>One tap mobile +13126266799,,572697318# US (Chicago) +16465588656,,572697318# US (New York)</p>
Q	<p>Do you have a feel for how many attendees are registered for NSBE August?</p>
A	<p>Not yet. As we get closer to the NSBE46 convention in August we will have a better sense of attendees.</p>
Q	<p>Can we discuss questions live?</p>
A	<p>The number of participants on the call [200+] makes live questions unwieldy. In the chat forum we can capture all questions and provide answers to everyone who participated.</p>
Q	<p>We are concerned about attending in August and students are asking if it is a go for the planning purposes. What would happen to the registration if UConn decides not to participate and won't allow students to attend? What will happen to the student registrations?</p>
A	<p>At this time we are expecting to host an in-person convention in August, as we did with our regularly scheduled convention in March we will monitor the conditions around the country and in San Antonio and make the best decision for all attendees. We will make policy decisions as we get closer to the August dates based on the environment at that time.</p>