NEED A HANDSHAKE ACCOUNT?

HOW TO GET AN ON-CAMPUS STUDENT EMPLOYMENT ACCOUNT FOR POSTING JOBS IN HANDSHAKE AND REVIEWING APPLICANTS

Don't send a message to Handshake!

- **Step 1:** Email studentemployment@wright.edu to request your On-Campus Student Employment Supervisor account for Handshake.
- **Step 2:** The Student Employment team will create your Handshake account and send you a follow-up email with instructions.
 - Submitting your request to Handshake will delay creation of your account.

HAVE A HANDSHAKE ACCOUNT ALREADY? HOW TO LOG IN AS AN ON-CAMPUS STUDENT EMPLOYMENT SUPERVISOR

- 1. Visit joinhandshake.com
- 2. Select Log In
- 3. The screen you see will vary, depending on a variety of factors
 - a) You may need to enter your wright edu email address to reach the Hello! Screen
- 4. On the Hello! screen, select "Or log in using your Handshake credentials."
- 5. Then enter the password for your account
 - a) or select "Forgot your password?" to reset then monitor your email.

Having login issues? Email studentemployment@wright.edu