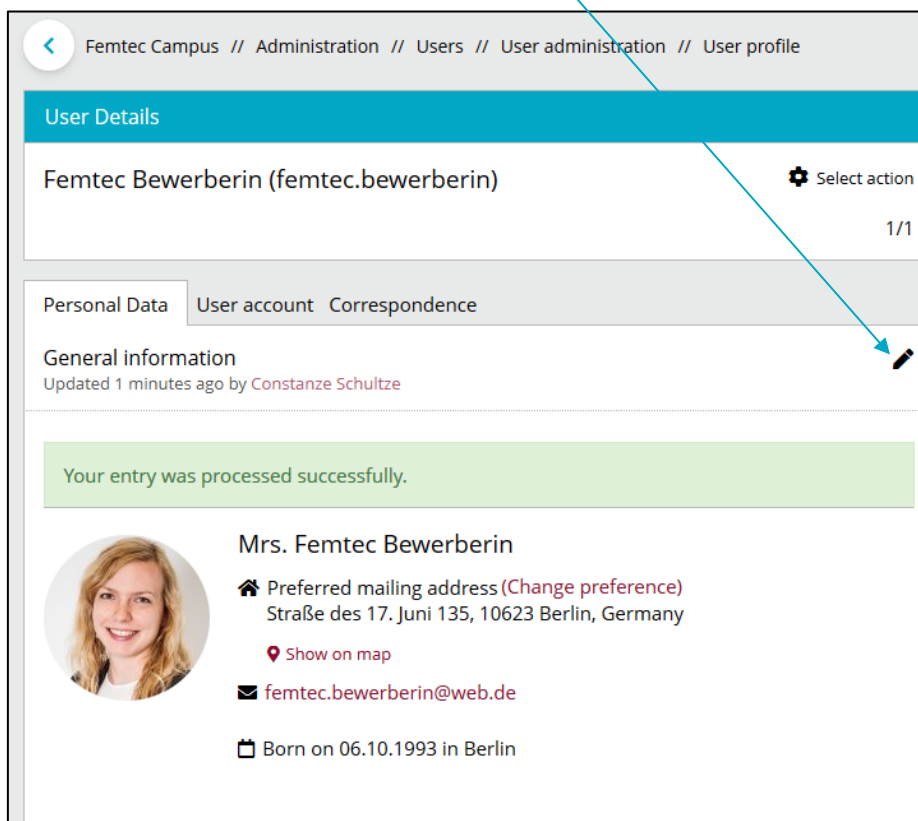


## Your application via Femtec Campus Manual

Dear Applicant,

We are very pleased that you would like to apply for our Career-Building Programme. With this manual we would like to further explain the application process via our platform Femtec Campus. If you have any questions, please don't hesitate to contact Constanze Schultze, Talent Manager at Femtec, at 030/314-29137 or [schultze@femtec.org](mailto:schultze@femtec.org).

You can access the application form via this link: [www.femtec.org/en/application](http://www.femtec.org/en/application). Enter your name, e-mail address and university location here. You will then receive an e-mail including your user name and password. Now you can log in to the platform and start your application process. Click on the pencil to the right of the fill in the form.



Femtec Campus // Administration // Users // User administration // User profile

### User Details

Femtec Bewerberin (femtec.bewerberin) Select action


1/1





Personal Data **User account** Correspondence

#### General information

Updated 1 minutes ago by Constanze Schultze

Your entry was processed successfully.

 Mrs. Femtec Bewerberin


-  Preferred mailing address ([Change preference](#))  
StraÙe des 17. Juni 135, 10623 Berlin, Germany
-  [Show on map](#)
-  [femtec.bewerberin@web.de](mailto:femtec.bewerberin@web.de)
-  Born on 06.10.1993 in Berlin

Please enter all data in English. You don't have to enter your milestones in chronological order, as the database will automatically sort all entries by date.

Under "Application Documents" please create a short video pitch (description further below in the document) and paste the link to it. During the last exercise of the Assessment Center - the interview - you will receive a short feedback about this.

Application Documents

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Please insert below a videopitch link. 

Updated on 10.10.2019 at 10:15 by Femtec Bewerberin

**Video link: 100 Seconds for Femtec (Please find more information on how to film, what to film and how to upload your video pitch at <https://bit.ly/3aPJGeh> <http://www.videopitch.de>**

**Application documents (CV, transcript of records, certificates, references - one single PDF file)**

Please find the content and technical instructions for the video pitch below:

### **VideoPitch "100 seconds for Femtec"**

Please answer the following question in max. 100 seconds:

- Please describe your motivation to apply for Femtec's Career-Building Programme.

You are welcome to try something new and present unusual ideas. Please create the video in English.

Who will have access to your video?

If you upload your video, it will only be accessible to selected people who will participate in the selection process. These are employees of Femtec, your university and our partner companies who will participate as observers in the Assessment Center.

Please delete your video after your feedback interview following the AC.

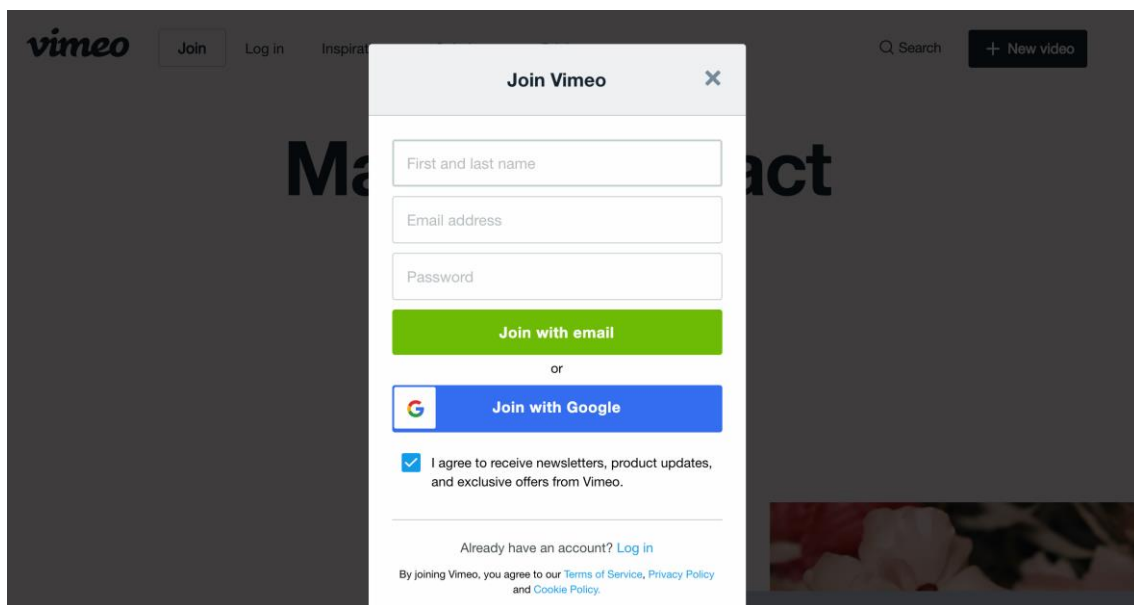
We hope you enjoy making the video and look forward to your "100 seconds for Femtec". Good luck!

## How to technically implement this?

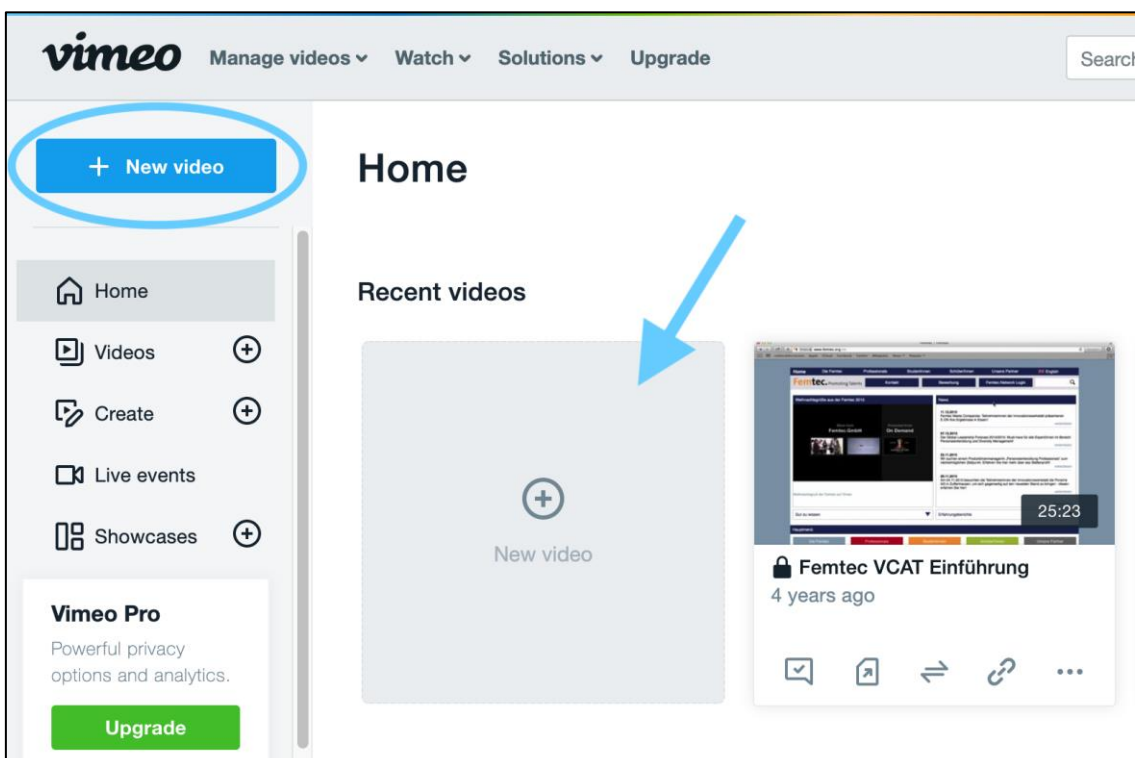
We recommend that you use the external portal Vimeo to create the video. You can link the VideoPitch on your Femtec Campus profile in the field "Video-Link". Please do not send a file.

Find the thorough instruction how to use Vimeo below.

1. Please register for free on Vimeo.com.



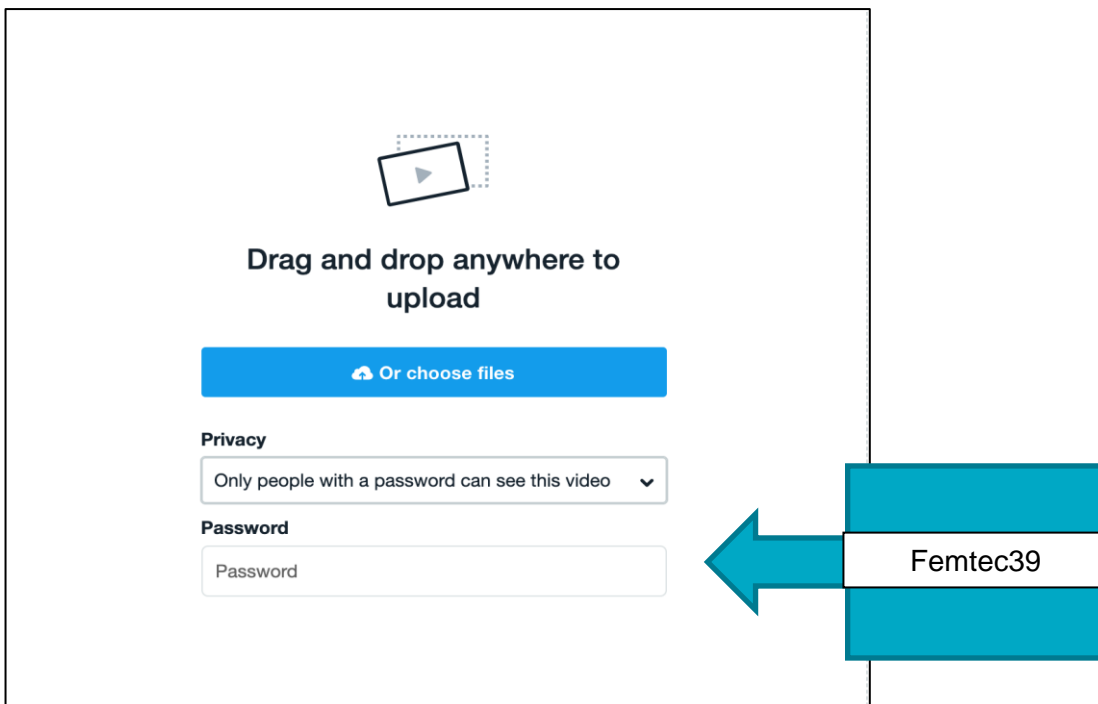
2. After logging in on the homepage, "+ New video" appears on the left hand side, then the option "Upload video" appears.



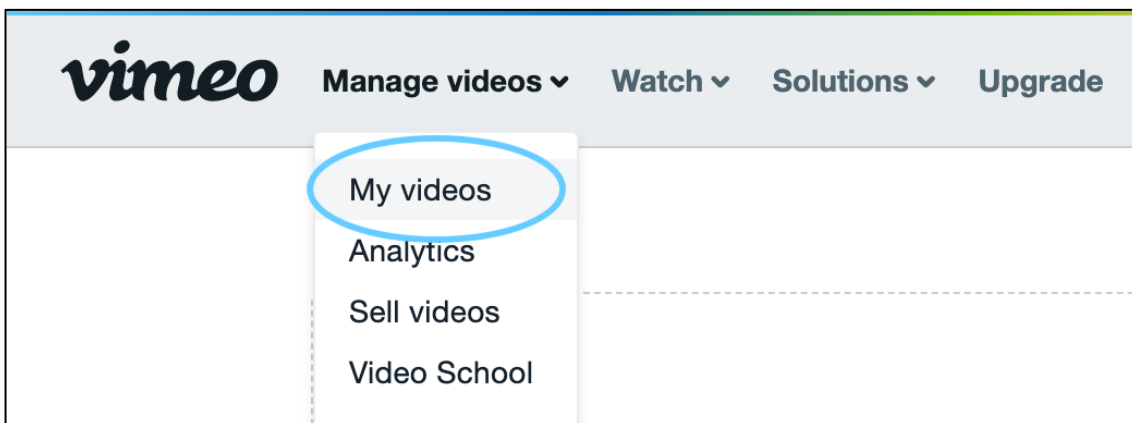
3. Before you upload the video, for privacy reasons you have to select "Only people with a password can see this video" from a list and assign the password:

Femtec39

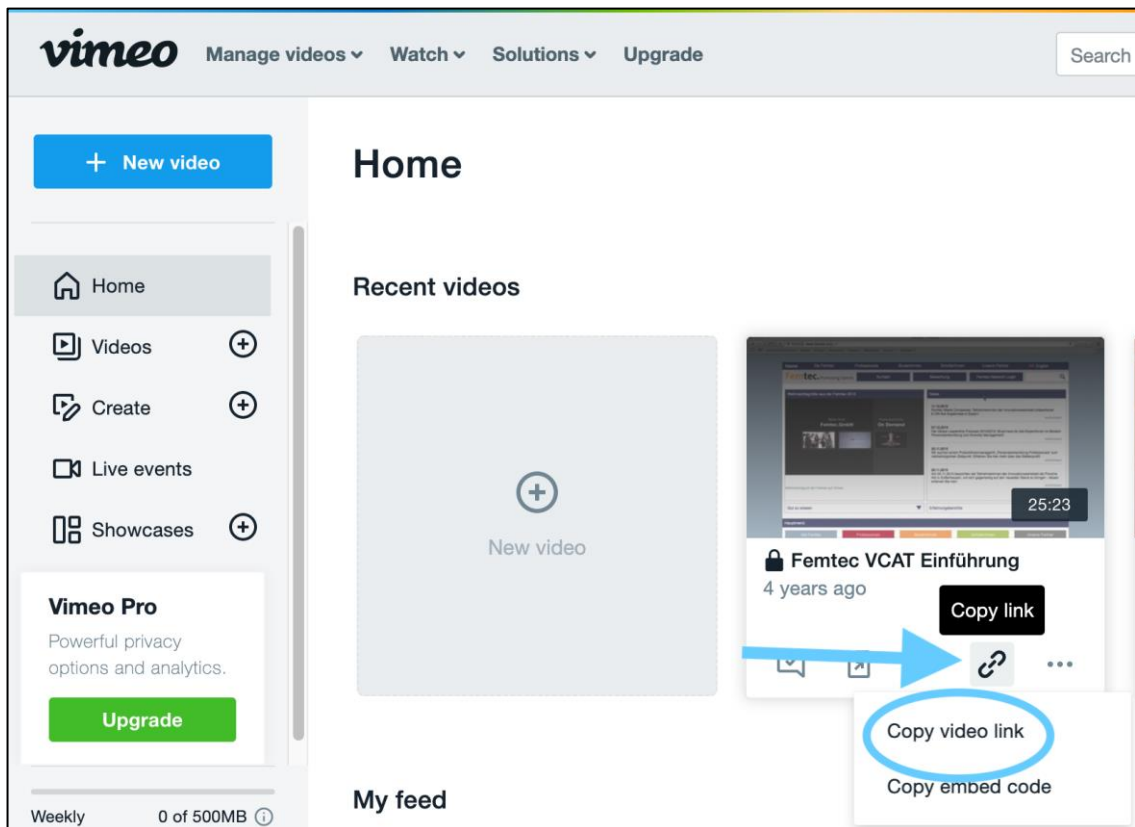
Please use only this password so that we can watch your video.



4. After your "100 seconds for Femtec" video has been uploaded, go to "Manage Videos" and click on "My Videos".




5. Now you can click on the icon below your video and "copy video link" will appear, please copy this link into the "video link" field of your application profile.



Thank you very much!

Please upload your application documents (curriculum vitae, overview of grades, certificates, references etc.) in one PDF file.

Here you can enter additional engagement apart from your studies:

**Social Commitment** 

No data available at this time.

At the end of the application there are two options: You can save the information you have entered and continue later. In this case, please select "Save" in the drop-down menu below and then press the "Save" button again:

### Review and Declaration of Consent

#### Review before sending application

Fields marked with a \* are required.

Are you available for the Assessment Center at your university? (You can check the dates for the ACs here: [www.femtec.org/de/bewerbung](http://www.femtec.org/de/bewerbung))\*

Yes

I am aware that the participation in the first school and subsequent excursion are mandatory and I am available to attend these events.\*

Agree

Check application  
If you want to continue later, please activate the dropdown below and select "Save" and "Save" at the end of the formular. Select "Check" by dropdown below to ensure whether your application is complete and "save" at the end of the formular. You will be informed some minutes later via email if your application is ready to be submitted.\*

Save

How did you find out about the Femtec Careerbuilding Programme?\*

Recommendation by Femtec Alumna

**Save** Cancel

Once you are ready to send your application, please select "Check" in the drop-down menu and then press the "Save" button below:

Check application  
If you want to continue later, please activate the dropdown below and select "Save". Select "Check" by dropdown below to ensure whether your application is complete. You will be informed some minutes later via email if your application is ready to be submitted.\*

Check

Don't be surprised if at first after pressing "Check" and "Save" nothing seems to happen. The system checks your entries in the background and will then send you a message stating either that entries are still missing or that your application is released for submission.

**Review and Declaration of Consent** ^

### Review before sending application ✎

Fields marked with a \* are required.

Are you available for the Assessment Center at your university? (You can check the dates for the ACs here: [www.femtec.org/de/bewerbung](http://www.femtec.org/de/bewerbung))\* ?

Yes ▼

I am aware that the participation in the first school and subsequent excursion are mandatory and I am available to attend these events.\*

Agree ▼

**Check application** ?  
If you want to continue later, please activate the dropdown below and select "Save" and "Save" at the end of the formular. Select "Check" by dropdown below to ensure whether your application is complete and "save" at the end of the formular. You will be informed some minutes later via email if your application is ready to be submitted.\*

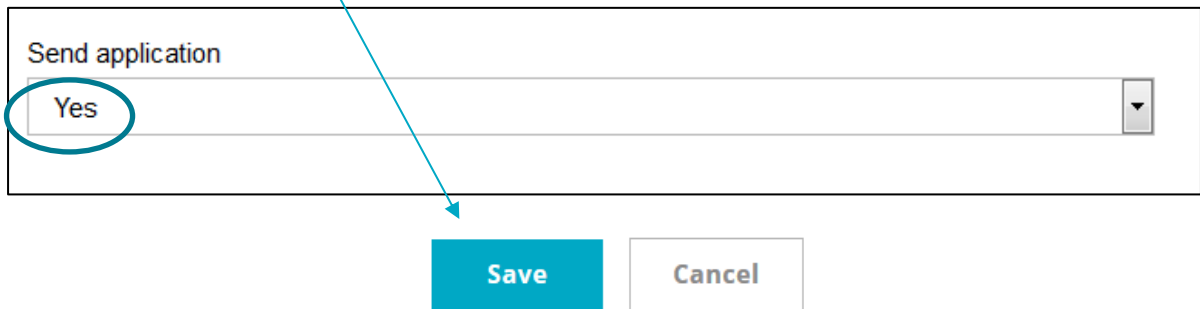
Save ▼

How did you find out about the Femtec Careerbuilding Programme?\*

Recommendation by Femtec Alumna ▼

If you have received the first message that some information is missing, you can now log in again and complete the form. Please press "Check" and "Save" again so the mechanism can check again whether all necessary information has been entered.

When you receive the message that your application is complete, you can log in again and send it by pressing the "Send" button. Again, please do not forget to click "Save" at the end:



The screenshot shows a form with a dropdown menu labeled "Send application" containing the option "Yes". Below the form are two buttons: "Save" (highlighted in blue) and "Cancel". A blue arrow points from the "Yes" option to the "Save" button.

Your application will be sent to us and you will receive a confirmation by e-mail. Next, we will contact you with the information whether you will be invited to our AC. Many thanks and good luck!