

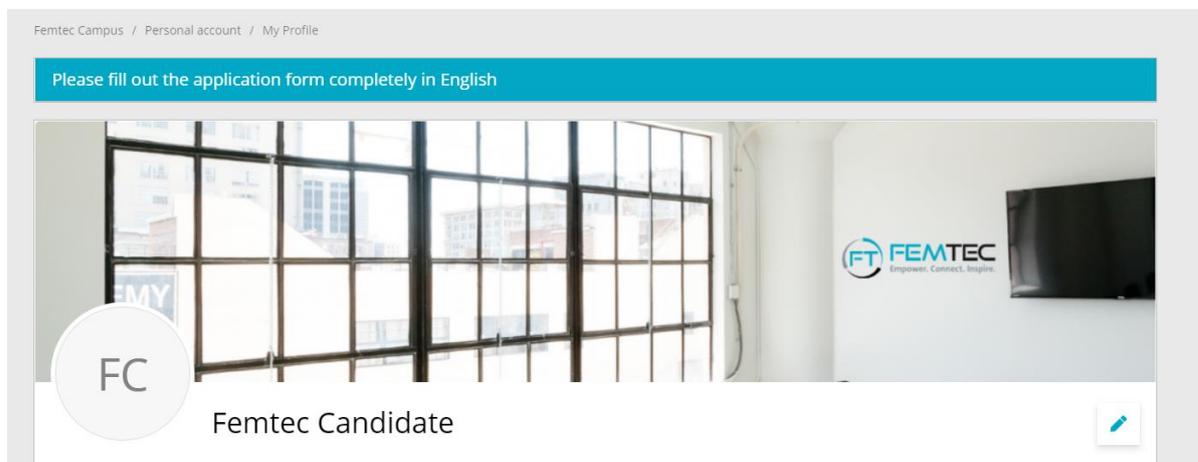
Your application via Femtec Campus

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 Elisa Bußkamp, Talent Manager at Femtec, at 030/314-269 137 or elisa.busskamp@femtec.org.

You can access the application form via this link 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 pencils or plus signs to the right to fill in the form.



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

Here you can enter additional engagement apart from your studies:

Social Commitment

No data available at this time.



VideoPitch "100 seconds for Femtec"

Please create a short video pitch and paste the link into the application form. During the last exercise of the Assessment Center, the interview, you will receive a short feedback about your pitch.

Please answer the following questions in max. 100 seconds:

- What is Femtec for you?
- What are you for Femtec?

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.

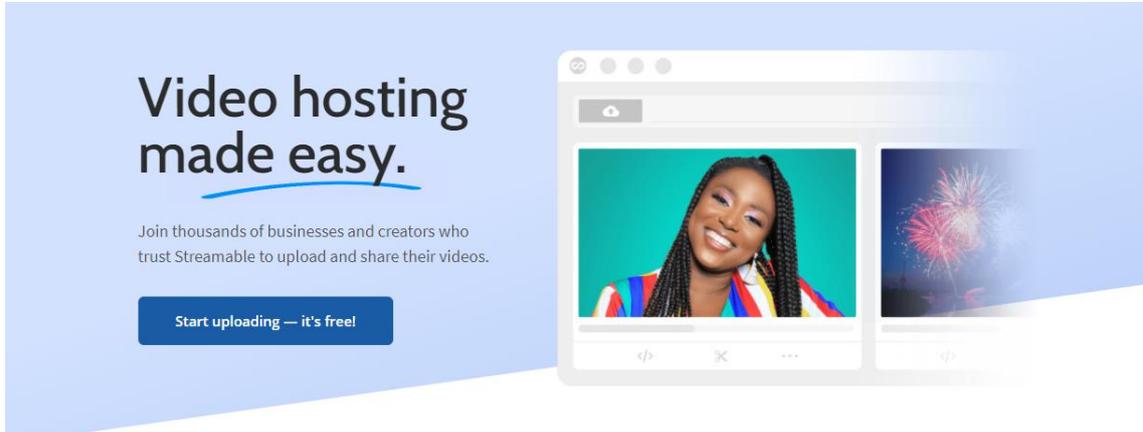
Please delete your video after your feedback interview following the AC.

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

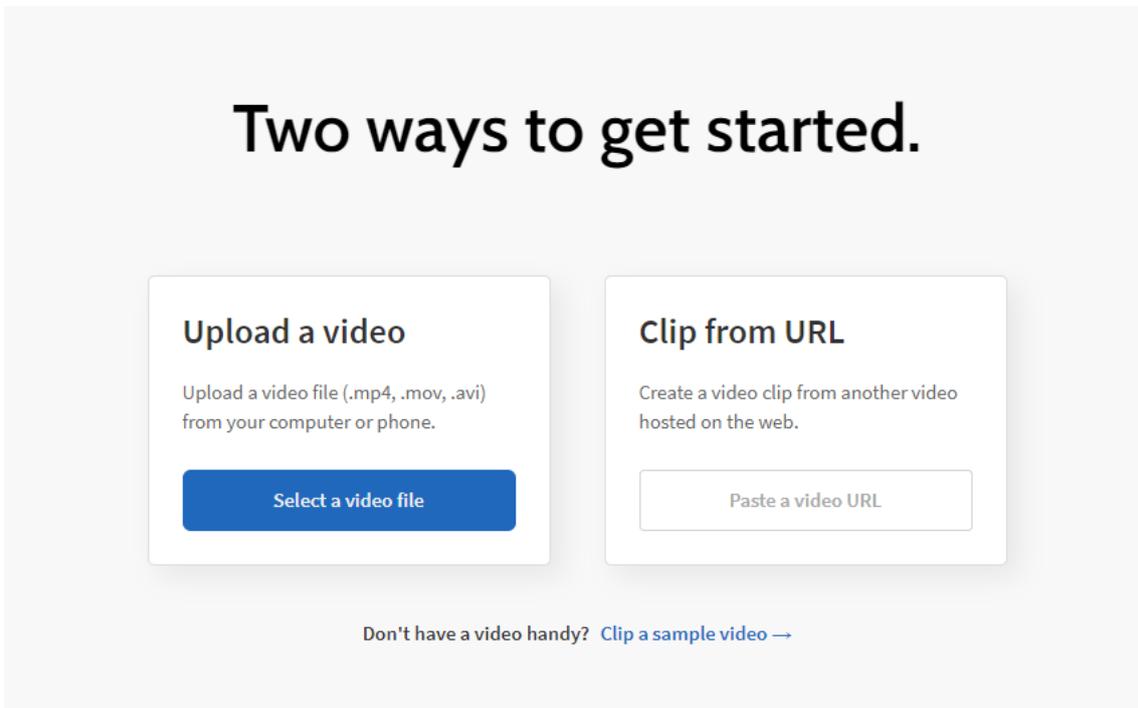
How to technically implement this?

We recommend that you use the external portal Streamable to create the video (or any other according tool of your choice – we only care about the link. Just please do **not** send a file!). If you upload your video to Streamable, only people that have the link can see your video. You can link the VideoPitch on your Femtec Campus profile in the field "Video-Link".

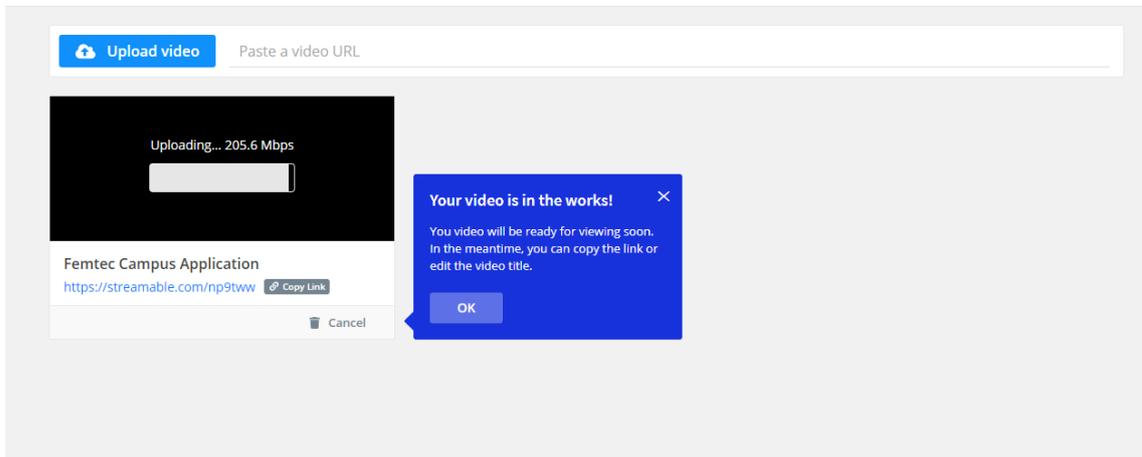
1. Please visit streamable.com and click on "Start uploading"



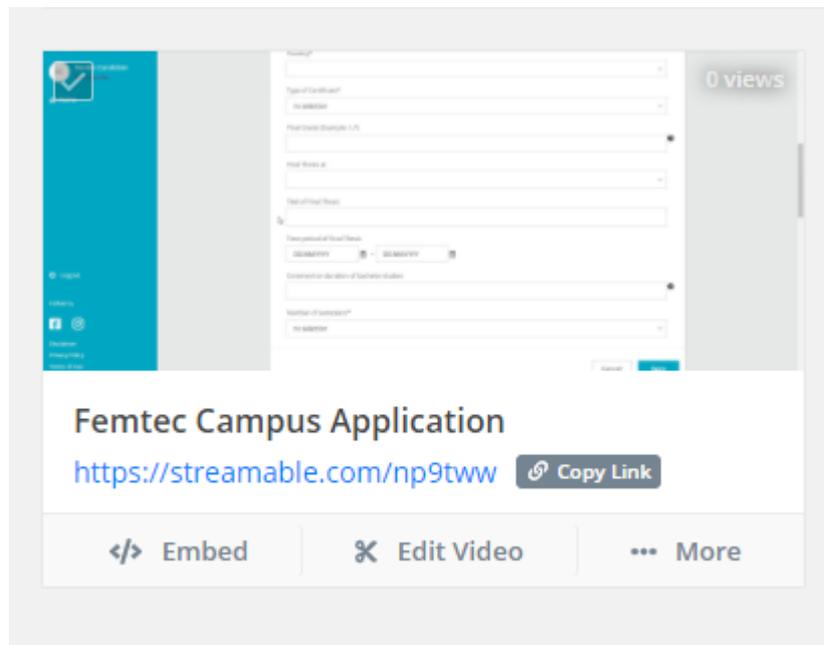
2. In the second step, select "Upload a video file"



3. After choosing your file the video will be processed and soon uploaded



4. Once your video is uploaded click on "Copy Link", and copy this link into the "video link" field of your application profile



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

At the end of the application there are two options: Either, you can save the information you have entered and continue later or send your application.

To save and continue later, please select "Save" in the drop-down menu below and then press the "Save" button again:

Review before sending application

Fields marked with a * are mandatory.

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

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

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

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.*

Cancel

Save

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

Review before sending application

Fields marked with a * are mandatory.

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Cancel

Save

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.

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:

Send application

Yes

Save

Cancel

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!