

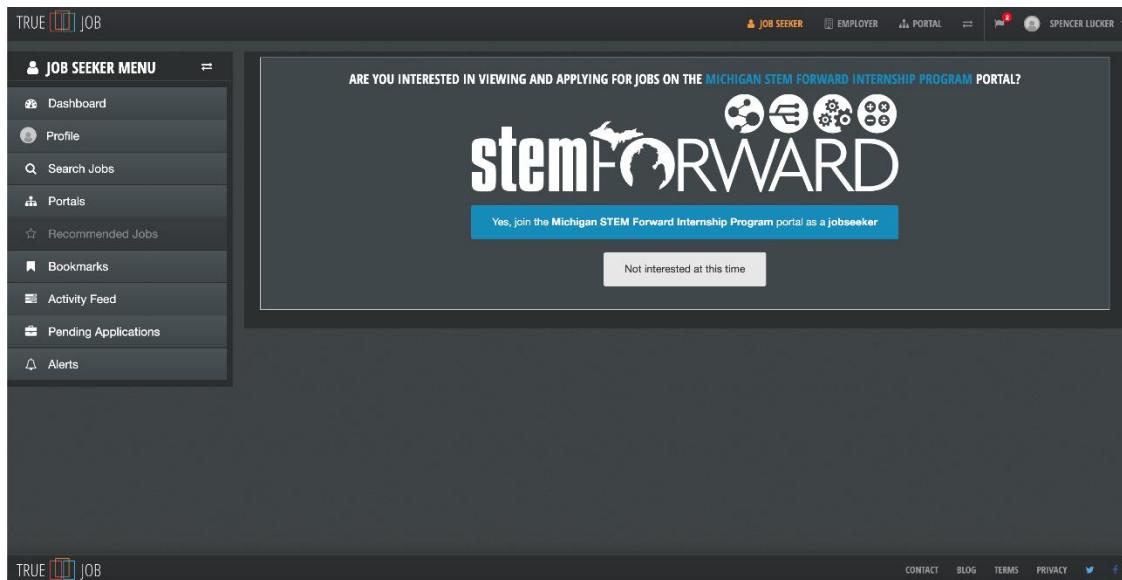
Here's the breakdown of what an employer and jobseeker should do:

1. If you don't already have an account created, please do that first.
  1. Jobseekers need to go to:  
[https://www.truejob.com/users/sign\\_up?jobseeker=true&portal\\_token=stem-forward](https://www.truejob.com/users/sign_up?jobseeker=true&portal_token=stem-forward)
  2. Employers need to go to:  
[https://www.truejob.com/users/sign\\_up?employer=true&portal\\_token=stem-forward](https://www.truejob.com/users/sign_up?employer=true&portal_token=stem-forward)
2. If an employer or jobseeker already has an account, they need to first login, and then click one of the links above.

At this point, the employer should see the following:

The screenshot shows the TrueJob website interface. On the left is the 'EMPLOYER MENU' with links to Dashboard, Employer Profile, Job Postings, Bookmarks, Activity Feed, and Settings. The main content area is titled 'ARE YOU INTERESTED IN POSTING JOBS TO THE MICHIGAN STEM FORWARD INTERNSHIP PROGRAM PORTAL?' and features the 'stemFORWARD' logo. Below the logo, a message states: 'Before you can join, you've been asked by the portal to submit some additional information. Please fill out the answers below, then click one of the large buttons at the bottom.' The form contains two questions: 'Which SmartZone or Economic Development Organization do you work with (if any)?' and 'Which company size best describes you? (Choose one, FTE = Full Time Employee)'. A link is provided for finding the NAICS code: 'Please indicate which NAICS code best aligns with your industry sector using this link https://www.naics.com/search-naics-codes-by-industry/'. At the bottom are two buttons: 'Yes, join the Michigan STEM Forward Internship Program portal as an employer' and 'Not interested at this time'. The top navigation bar includes links for JOB SEEKER, EMPLOYER, PORTAL, and a user profile for SPENCER LUCKER.

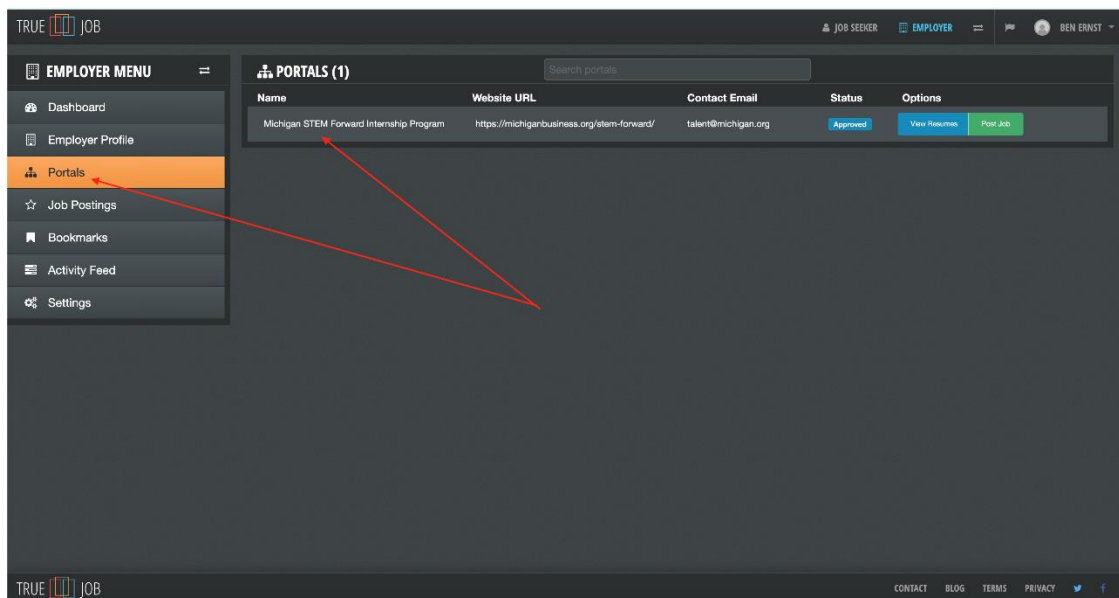
On the flipside, a jobseeker will see the following:




Whether you are a jobseeker or an employer, you'll need to answer any questions, and then click on "Yes, join the Michigan Stem Forward Internship Program."

At this point, the employer and job seeker should see the portal they've joined on the left-hand side:

E.g., the employer will see this:




And the jobseeker will see this:

TRUE  JOB

JOB SEEKER

EMPLOYER

BEN ERNST

 JOB SEEKER MENU

Dashboard

Profile

Search Jobs

Portals

Recommended Jobs

Bookmarks

Activity Feed

Pending Applications

Alerts

PORTALS (1)

Search portals

Name	Website URL	Contact Email	Status	Options
Michigan STEM Forward Internship Program	<a href="https://michiganbusiness.org/stem-forward/">https://michiganbusiness.org/stem-forward/</a>	<a href="mailto:talent@michigan.org">talent@michigan.org</a>	Pending	<a href="#">View jobs</a> <a href="#">Submit or manage Resume</a>

TRUE  JOB

CONTACT

BLOG

TERMS

PRIVACY



