

Getting Started with Unfurl



What is Unfurl?

Unfurl is a networking and collaboration platform for students, to enhance their skills and be industry ready.

Welcome to Unfurl! Here are some easy steps to get started on Unfurl uBizz.

1. Signing up

Unfurl allows users to sign up as a student/alumni or as a business owner. Posting jobs and internships are the functions of a business owner in Unfurl. Follow the following steps to sign up as a business user.

Web

- a. Go to <https://www.unfurl.in>
- b. Click the Sign Up button
- c. Click on “Sign up as a business”
- d. Enter your details and complete the registration.
- e. You will receive the confirmation and password on your registered email address or SMS on your registered mobile u=number.

Mobile

- f. Download the Unfurl app <https://play.google.com/store/apps/details?id=in.unfurl>
- g. On launch, click on the “Sign Up” Button
- h. Click on “Sign up as a business”
- i. Enter the details and complete the registration
- j. You will receive the confirmation and password on your registered email address or SMS on your registered mobile u=number.

Note: Once registered as business, you can create your profile page and enter the details of your last attended school / college to join the alumni network of your institute.

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2. Posting a job or internship

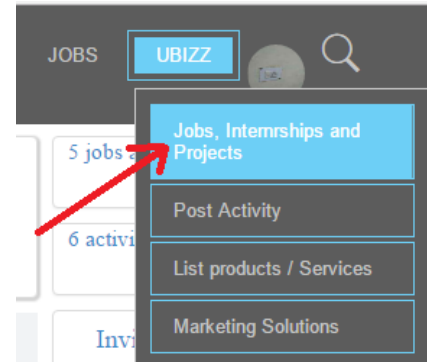
Login to Unfurl on www.unfurl.in or launch the Unfurl mobile app

From the web:

- Click on the “Jobs, Internship and Projects” under uBizz menu in the top menu bar.




- Click on the  icon to add a new job
- Give the title and job description of the job
- Please enter the email if the candidates need to send their resume to a specific email. By default, you will be informed at your registered email address.
- Set an expiry date
- Click the save button to save and publish your job.

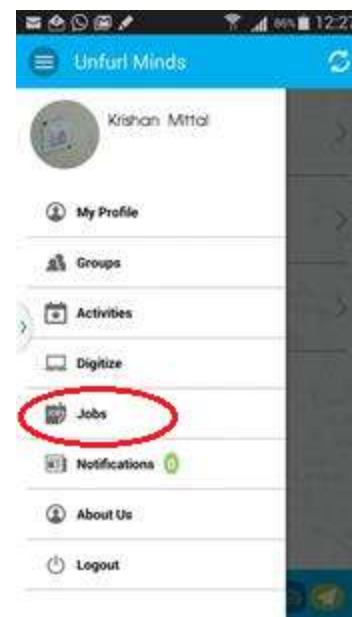


From Mobile App:

- Click on the jobs in the menu. It will display all the jobs.



- Click on “My Jobs”  icon floating at the bottom of the screen.
- Give the title and job description of the job
- Please enter the email if the candidates need to send their resume to a specific email. By default, you will be informed at your registered email address.
- Set an expiry date
- Click the save button to save and publish your job.



3. Checking list of applicants

- Once the job is posted, it appears in your job list. Click the title of the job to view the details.



- The list of applicants will be listed below the job description. Click on the user name to see the profile details.

4. Sharing the job in groups

You can increase the reach of our job posting by sharing it in your groups.

- a. Click on the job title to see the details of the job.
- b. Grab URL of the job from the browser window.
- c. Click on the unfurl logo to come to the feed / home page.
- d. Share the URL as a post in the groups of your choice

