

FIRSTHAND ADVISERS – GET STARTED (for Harvard Alumni)

Are you an alum interested in volunteering your time and expertise to help current Harvard students?

[Join Firsthand Advisers today](#) following these easy steps!

1. Visit <https://harvardocs.evisors.com/registration>
2. Automatically import your profile information directly from LinkedIn by selecting the “Autofill with LinkedIn” option.
3. Select your availability and provide more background about your Harvard experience.

Learn more:

➤ *What is Firsthand Advisers?*

[Firsthand Advisers](#) is an online platform designed to connect Harvard College, GSAS, and Extension students with alumni from a variety of Harvard schools who work in diverse fields and organizations. The tool facilitates “flash mentoring” – allowing you to provide job search and/or career advice without being a burden on your limited time. Firsthand makes it easy to schedule conversations with students through the platform while keeping your personal contact information confidential.

➤ *What types of advice can alumni offer?*

There are currently three consultation types alumni can offer on the Firsthand platform:

- Career Conversations
- Resume Reviews
- Mock Interviews

➤ *What if I don't see my industry, school, or degree type as an option when completing my profile?*

- School and degree information are fill-in fields, not pre-determined drop-down menus. This means you can enter your education information, even if your response for a particular field doesn't match one of the recommended answers.
- The work experience options are designed to mimic the options in LinkedIn. This way alumni can use the “Update with LinkedIn” option to auto-populate their profile very quickly. However, please note that the “Industry” field is not the only way that students will be searching for mentors. Students often use keywords when searching, so we recommend including relevant keywords throughout your profile. This can include specialty fields, job functions, research areas and more!

➤ *I already registered for a Firsthand account. Can I still use LinkedIn to complete my profile?*

Yes! If you don't want to fill in your profile manually, you still have the option to auto-complete your profile with LinkedIn. To do so, please [log into your Firsthand account here](#) by selecting "Give Advice" and inputting your username and password. Then, select your name from the top right

corner of your homepage and click "Edit Profile." The blue "Update with LinkedIn" button should then appear, allowing you to import your profile details directly from your LinkedIn account.

Edit profile

Personal Info

- About Me
- Education
- Work Experience
- Groups
- Career Goals

Personal Info

[UPDATE WITH LINKEDIN](#)

FIRST NAME*

LAST NAME*

EMAIL*



[UPLOAD A PHOTO](#)

Once you've completed your registration:

- Specify what dates and times you are available
 - To update your preferred times, please select "Availability" from your dashboard and navigate to the "Preferred Times" section. Select the pencil icon on the right side of each day to change the hours that you would be free to meet with students.
 - Please include a variety of available times, if possible, as students must select three potential meeting times when requesting a conversation with you.

Edit availability

Exposure

Preferred Times

Calendar Sync

Out of Office

Programs

Preferred Times

Select which hours you're usually free to meet with advisees

Monday 8 am - 5 pm	
Tuesday 8 am - 5 pm	
Wednesday 8 am - 5 pm	
Thursday 8 am - 5 pm	
Friday 8 am - 5 pm	
Saturday Unavailable	
Sunday Unavailable	

SAVE PREFERRED TIMES

- Join a group (pilot)
 - To join a group, please select "Groups" from your top navigation bar. This will list all available groups that you may join in Firsthand. The groups feature is in a pilot phase, so you may not find a relevant group right now.
 - Groups are an excellent way to identify students and colleagues with similar interests and experiences and include discussion forum functionality.
- Prepare for your first consultation!
 - Your adviser profile will be "live" once it is completed, so you may receive a request any time after registering.
 - Firsthand offers built-in-scheduling services, phone/video calls, and a platform for file-sharing without revealing your contact information.
 - When you receive a consultation request, you will be notified by email.
 - Students search for mentors in several ways, however, adding a profile photo and detailed descriptions of your skills and experiences can increase the visibility of your profile.

For any additional questions about Firsthand Advisers, please email ocsrecep@fas.harvard.edu