

## **Introduction to our Careers Website**

We have a school Careers Website that you can refer to for all things Post School Options! The site contains a huge amount of information and should be your first stop when you are looking for anything job, careers, university, and TAFE related - plus there is so much more!

You can find the site at: <u>www.sackiallacareers.com.au</u> Or you can find the link on our school website under the 'Teaching and Learning' tab

Go to the site now and explore all that you have at your fingertips!

This site has a student portal where you will be provided with lessons and activities.

You will also be able to do things like:

Career Personality Quiz Interest test Skills and Abilities Evaluation Work Values Evaluation Employability Skills Audit Entrepreneurship Quiz Career Planner Career Investigator Resume Cover Letter e-Portfolio Mock on-line Job Application Get/Record USI Personal Statement

## Workplace safety Certificate

The system will save everything for you in your own Secure Account.

To create an account:

- a) Go to the "For Students" menu, and then select "Students' Secure Area" (there is a link on this page with videos on how to Register and log in if you need it).
- b) Click on the red "Register here" button and enter your details:
- Your First Name and Last Name
  Your email address NOTE: you can use any email address you like; it doesn't have to be your school one, (it also becomes your login username).
  Create a Password for yourself (you'll need to type it in twice) It must be at least 6 characters long and contain at least 1 letter and 1 number.
  Select which year you are currently in
  Tick the privacy box (when you have read the info)
  - c) Click the blue "Register" button your account is now created, and you will be re-directed to the Login page to log in.

If you already have an account but can't remember your password:

- a) Go to the "For Students" menu, and then select "Students' Secure Area"
- b) Click on the "Reset Your Password" link
- c) Enter the email address you registered with and click on "Send Password Reset Link"
- d) An email will be sent to you with a link to select a new password. You need to do this straight away as the link will expire and you will need to start again. If you don't get it, then check your SPAM/Junk folder.

There is a "Help" link in the left-hand menu where you can access "Help Videos" on each feature in your Student Account. There is also a "Help" button on the welcome page when you first log in.

Perhaps try the Career Personality quiz and see which famous people are the same type as you!

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