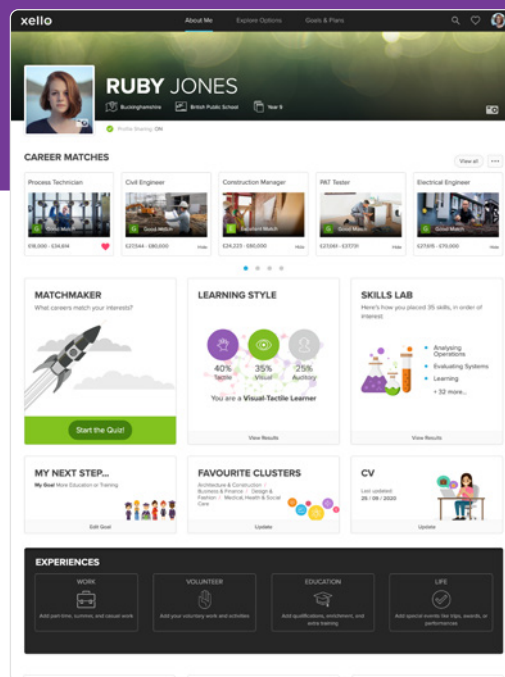



Assessments and About Me

Quiz time!

This walkthrough will take you through the **Matchmaker** and **Skills Lab** assessments, the self-reflection activities, and the **CV Builder** under **About Me** in your **Student Demo Account**. These activities help students better understand the future path that appeals most by encouraging them to think critically about their likes and dislikes, their skills, past experiences, and learning styles. Students then use the work captured to help them build a stand-out CV for when it's time to start applying for opportunities.

Sign into your demo student account to start your student-view journey of self-discovery!

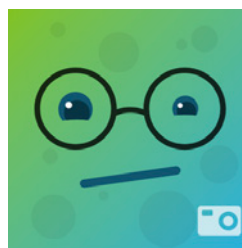


 TIP: For a refresher on how to sign in and navigation, check out the *Dashboard and Orientation* walkthrough.

Personalise your Account

You'll see your avatar in various places across Xello including the top menu of every page and on your dashboard. To really make this account yours, add your own avatar.

- 1 Select **About Me** in the top menu.
- 2 Click the camera icon in the bottom right corner of the default avatar.
- 3 Follow the instructions to choose a picture from your computer.

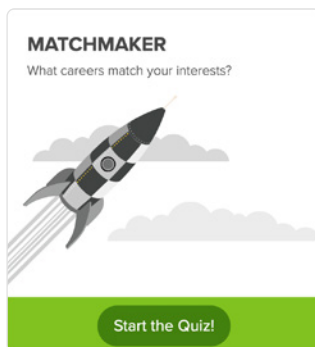


You can also add a cover photo to the top of your **About Me** page. Look for the camera icon to the right of your name.

Matchmaker

There are three phases to **Matchmaker**. With each completed phase, your career matches and clusters will be further refined based on your answers. Once you complete even the first phase, you'll get a strength of match rating for every career in Xello.

Start the Quiz!



To access **Matchmaker**, click **Start the Quiz!** from the **About Me** page.

The first question asked is *“What would you like to do when you finish school or college?”*. This will filter the list of results, helping to personalise the Xello journey.


Not everyone knows what they'd like to do after school, and that's ok! This answer can be changed at any time from the **About Me** page.


Phase 1: Career Matchmaker

With a short question set, students can quickly get to meaningful results that show how their interests match up with hundreds of occupations.

- 1 Answer 39 questions that encourage self-reflection to match personal interests to career opportunities.

A screenshot of the Career Matchmaker question interface. The question is "How do you feel about: Presenting ideas and information in writing". Below the question are five response options with corresponding smiley face icons: "LIKE VERY MUCH" (happy face), "LIKE" (neutral smile), "NOT SURE" (neutral face), "DISLIKE" (neutral frown), and "DISLIKE VERY MUCH" (sad face). The "LIKE VERY MUCH" option is currently selected, indicated by a blue bar underneath it. A question mark icon is visible in the top right corner of the question box.

 TIP: To get more information or clarification on a question, click the question mark icon.

 TIP: If you've changed your mind on how you answered a previous question, click **Review My Answers**, located next to the progress bar, to update your choice.

- 2 Take a look at your results page and see your top career matches, as well as recommended career clusters to explore.
- 3 Continue on to start the **Personality Styles** quiz.

Phase 2: Personality Style

This assessment uses the Holland Model and matches you with careers that are popular for professionals with the same personality styles.

- 1 Answer 28 questions to define your personality style, creating a better understanding of why certain careers are a good fit.
- 2 Click **View Full Results** for a complete description of your styles.
- 3 Keep going to start **Mission Complete**.



TIP: Don't worry if you can't complete all the questions at once. You can close the assessment by clicking **Done** in the top right corner.

All your answers will be saved and when you're ready, you'll pick right back up where you left off.

You are an **ORGANISER** and a **THINKER** and a **HELPER**

Organisers enjoy working with data, information, and files. They are good at following directions and paying attention to detail. They use efficient systems to arrange and keep records. Many of them like working with numbers.

WHAT IS THE HOLLAND MODEL?

The Holland Codes can tell you about your personality style. People can display the traits of one or more of these six personality styles:

Builders like to use tools and machines to repair and install things. They are practical and good at using their hands.
Holland Code: REALISTIC

Thinkers like to research and

Phase 3: Mission Complete

Get your best results by finishing **Mission Complete!**

- 1 Answer the final 49 questions.
- 2 Once completed, click **View My Matches** to be directed to the **Explore Careers** page where you can view the best career matches based on your interests.

Finance Manager
£35,000 - £72,000
Excellent
Saved

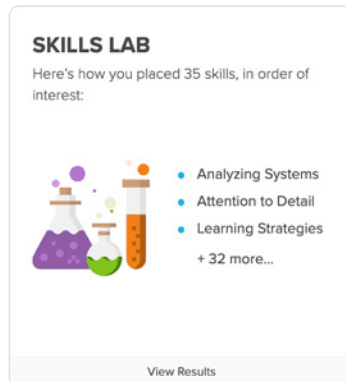
Bank Teller
£25,000 - £75,000
Excellent

Economist
£42,000 - £133,000
Excellent



TIP: If you've chosen to view your career matches or clusters before finishing all three phases, you can find your way back to the quiz by clicking **About Me** in the top menu.

Skills Lab



This unique assessment will have you thinking about the skills you'd like to use most often in a career. Don't worry about the skills you may or may not already have; this is your chance to think about what you'd most like to spend your time doing, which ones you enjoy using, and which ones you think are most valuable.

The strongest matches that result from this assessment will be careers that match your top skill preferences.

This assessment is available for students in year 10 and up.

Start Thinking About Your Favourite Skills!

- 1 Access this assessment from your **About Me** page.
- 2 Click **Get Started** on the **Skills Lab** card to begin.
- 3 Rate 35 key skills, based on how frequently you'd like to use it in your future career.



Understanding Your Assessment Results

Open a career that interests you and click on **Find Out Why** near the **Save** button.

The first tab will show the overall strength of match for that career based on both the interests you entered in **Matchmaker**, as well as the skills in **Skills Lab**.

To view just your **Matchmaker** answers without **Skills Lab**, click the second tab, **Matchmaker (Interests)**.

Click on the **Skills Lab (Skills)** tab to view how your top-ranked skills compare to the ones used most in that career. The more frequently **Same** shows in the **Similarity** column, the higher the match.



TIP: Review and change your answers to see how your interests or desired use of a skill affects the strength of your match.

This is a good opportunity for you to think critically about your interests and how much you'd enjoy using a skill where the career depends on it.

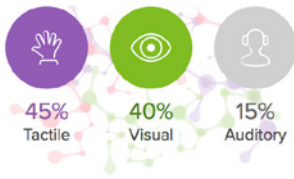
About Me

The **About Me** page helps to bring Xello full-circle by assembling all the pieces of your self-discovery journey. From here you can access your assessment results and your top career matches. Further flesh out a well-rounded understanding of who you are with activities designed to encourage you reflect on your skills, learning habits, and experiences with a critical eye to prepare for the future.

Try out each of the sections below to develop a profile all about you!

Learning Style

Are you an audio, visual, or tactile learner? Answer 20 questions on the Learning Style quiz to gain a better understanding of how you can maximize your learning style.



Favourite Clusters

Click through and view the different career clusters to expand your knowledge and interest in different occupational fields. Pick your favourites to group similar careers and make your search easier.



CV Builder

Use the work you've been adding to your **About Me** profile to help you build a complete CV. What you've been capturing in **About Me** is pulled right into the **CV Builder**, making it quick and easy to create an accurate CV of your experiences, skills and achievements.



Skills and Interests

Think about your skills and interests to prompt yourself to highlight what you're good at and what you're interested in.



Experiences

Keep track of your work, volunteer, education, and life experiences and view them all on a timeline and see how much you've already accomplished.



Storyboard

Personalise your experience yourself by adding photos, videos, links, and files that help tell the story of who you are, what you like, and what inspires you to move forward with your goals. The **Storyboard** function can also be found at the bottom of all career, subject, and school and college profiles.



Checklist:

- Complete **Matchmaker**, **Personality Style**, **Mission Complete**, and **Skills Lab Assessments**
- Add a few **Skills**, **Interests**, and **Experiences**
- Build your **Storyboard** with your favourite photos, videos, or links
- Use the **CV Builder** to create a professional CV.

Next Steps

Now that you've gotten to know yourself a little better through the **Matchmaker** and **Skills Lab** assessments and reflection activities on **About Me**, bring it full circle and start applying your self-knowledge to exploring potential careers, majors, and schools, and building a future plan. View the *Explore Options and Goals & Plans* guide for more information.