University of South Australia | School of Education

UniSA**Connect**

Connecting secondary schools and the community with enriching educational opportunities.

unisa.edu.au/UniSA-Connect

MYCAREER MATCH

1. Go to **www.unisa.edu.au/mycareermatch**

2. To complete a MyCareerMatch profile and sign up to UniSA click on *"visit this link"*

3. Fill in your school's code (**please ask your teacher if you do not know**) in the section called *"MCM code"*

   UniSA:1835

4. Fill in the *"My contact details"* section ***please note** it will ask you to confirm your email address and you do not need to fill in your street address if you do not want to.

5. *To put in date of birth please use the "calendar icon"*

6. If you know your parents would like a copy of the My Career Match Profile, please fill in their details in the *"My parents/caregivers"* section.

7. Complete the *"Study preferences"* section ***please note** you will need to fill in both preferences. If you are unsure about your career pathway, click "not sure" for both preferences, or one preference if you have an idea about the first preference.

8. Click *"Submit"*

9. Click *"Start Now"*

10. Press play on the video and watch the example, afterwards click *"Start Profile"*

11. Answer the Questionnaire by selecting which of **ONE** of each group of four statements **is MOST like you** and **ONE which is LEAST like you**. In other words, in each group you can only select ONE MOST and ONE LEAST.

12. After completing each section, click on "*NEXT SECTION*" to proceed. If you forget to select a box an Error Message will appear. ***Please note** that once you have completed a section and have clicked 'next section', you **cannot** press the back button on your browser as this will cause the profile not to be sent to you.

13. Once completed you will proceed to the next page which will give you a brief summary of your profile. You will receive an email within 5-10 minutes depending on the speed of your Internet Service Provider or your school network. ***Please note** If you did not fill in the right email address you will have to **re-do** the process all over again.

14. The MyCareerMatch report will provide you with a range of important information that can help you when writing your resume or preparing for interviews when applying for jobs.
    Some of the information incudes your personality style, natural strengths and talents, possible career pathways that suit you, work environments, qualities you bring to a job and resume content.