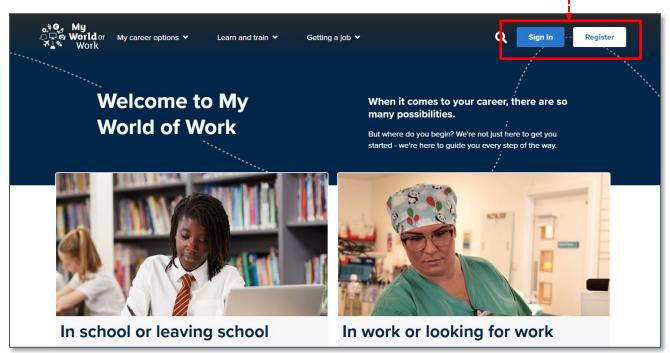


Profile

The profile in My World of Work lets you create a personal statement based on summaries of tool results and other information within your account.

To access your profile, register and sign in to the site and you will be taken to your account overview page.



On your overview page, click on 'Profile' in the list of options on the left-hand side:

아이 My 아이 Worldor My 전 Work	career opti	Search Q Fiona
Overview To-do list Profile	8	Good afternoon, Fiona Springburn Academy - Glasgow
Skills experience	4	Welcome to your My World of Work overview Show introduction
Marketplace Settings	•	Progress through your S5 to do list ^{12 / 12 completed} View to do list
Bookmarks		Well done! Your to-do list is now up-to-date. Look at your results, and reflect on what you've achieved already.
Careers adviser	•	As you continue to move through school, you'll get the chance to work through these tasks again. They'll help you understand how you're growing and progressing, and encourage you to make the right decisions. For now, why not explore the world of work through our job profiles and recommended content? If you're curious about your next steps, this guide to My World of Work will show you what's coming up in the year ahead.



On the profile page, you will be shown the results from any tools you have already completed on the site, for example 'About me', on the left of the page.

Worldon My career options Learn and train Getting a job Search... Q, Fiona 💄 Overview Profile To-do list 5 Profile Share profile Skills experience -Welcome to your profile CV Ш **Tool results** Write summary Marketplace ۵ **Personal details** Account setting: Settings \$ Name: Fiona Paterson School: Springburn Academy - Glasgow Bookmarks Careers adviser • « About me Use the About Me tool again Learn more about yourself and us our interests to explore jobs and careers Your About me results Creative You've got a great imagination. You're good at creating new things and expressing yourself. You like doing things your way. You might enjoy design, arts, writing, music, film or performing. Summarise yourself Write summary 2 People You're a natural communicator – friendly and understanding, and good at working in teams. Work which involves teaching, counselling and helping others may suit you.

Click on the 'Write summary' button to the right of the results

....and you will be shown a summary text box where you can write a summary of those results. There is a link just above the summary box for you to see a tutorial that will help you.

상역, My 오구 & World of My career optic 작품 Work	Dns Learn and train Getting a job	SearchQ Fiona
Overview	< Back to profile	
Profile 💄	Summarise yourself	Your About me results
Skills experience	 Look at the three personality types in your results Read the description, picking out the words that relate most to you 	Creative
cv 🗈	 If you're good at working in teams, for example, think about a time when you worked well in a team Think about what part you played. What did you do to make the team successful? 	You've got a great imagination. You're good at creating new things and expressing yourself. You like doing things your way. You might enjoy design, arts, writing, music, film or performing.
Marketplace	Get help to start writing your summary	2 People
Bookmarks	а на	You're a natural communicator – friendly and understanding, and good at working in teams. Work which involves teaching, counselling and helping others may suit you.
Careers adviser 🔍	1	3 Leader
«		You're confident and adventurous. Making decisions and persuading others to see things your way is easy for you. Leaders enjoy work which involves public speaking, management or sales.
	Words: 0, Characters: 0/1000	
	<u>Cancel</u> Save summary	Summary text box



You can compete a summary, observing the word and character counts in the bottom right of the summary box, then click on 'Save summary' at the bottom when you are happy with it.

상영, My 스마슈 Worldor My career opt 전다 Work	ons Learn and train Getting a job	SearchQ Fiona 🛓
Overview	< Back to profile	
To-do list	Summarise yourself	Your About me results
Skills experience	Look at the three personality types in your results Read the description, picking out the words that relate most to you	Creative
cv 🗈	If you're good at working in teams, for example, think about a time when you worked well in a team Think about what part you played. What did you do to make the team successful?	You've got a great imagination. You're good at creating new things and expressing yourself. You like doing things your way. You might enjoy design, arts, writing, music, film or performing.
Marketplace	Get help to start writing your summary	2 People
Bookmarks		You're a natural communicator – friendly and understanding, and good at working in teams. Work which involves teaching, counselling and helping others may suit you.
Careers adviser 🔍	As someone who is creative I really enjoy music and writing and regularly enter writing competitions. I also sing in a Scottish youth choir and play woodwind instruments.	3 Leader
«	As a leader, who is confident and adventurous, I always like to explore new ways to complete my work, whether digitally or physically and, according to many people, when I undertake tasks I can border on the over-excessive.	You're confident and adventurous. Making decisions and persuading others to see things your way is easy for you. Leaders enjoy work which involves public speaking, management or sales.
	As an organiser I have great attention to detail and always follow instructions accurately. Words: 80, Characters: 481/1000	
	Save button	Word/character count

When you have saved your summary, you'll see a message letting you know that it has been successfully saved then you can click on 'Back to profile' to return to the overall profile.

≙≎g, My ⊘ ⊡ e World or My c ⊀≟ ∿ Work	areer options	Learn and train Getting a job	Search Q Fiona 😩
Overview	•	Back to profile	
To-do list Profile	•	Summarise yourself	Your About me results
Skills experience	*	Your summary saved successfully.	Creative
cv	8	Look at the three personality types in your results Read the description, picking out the words that relate most to you	You've got a great imagination. You're good at creating new things and expressing yourself. You like doing things your way. You might enjoy design, arts, writing, music, film or performing.
Marketplace	a	If you're good at working in teams, for example, think about a time when you worked well in a team Think about what part you played. What did you do to make the team successful?	2 People
Settings Bookmarks	¢:	Get help to start writing your summary	You're a natural communicator – friendly and understanding, and good at working in teams. Work which involves teaching, counselling and helping others may suit you.
Careers adviser	٠	Save	d successfully
«		As someone who is creative I reatly enjoy music and writing and regularly enter writing competitions. I also sing in a Scottish youth choir and play woodwind instruments.	message king decisions and persuading others to see rs enjoy work which involves public speaking,
		As a leader, who is confident and adventurous, I always like to explore new ways to complete my work, whether digitally or physically and, according to many people, when I undertake tasks I can border on the over-excessive.	
		As an organiser I have great attention to detail and always follow instructions accurately.	
		Words: 80, Characters: 481/1000	
		Cancel Save summary	



On the profile page, you can scroll down to see results of other tools you have completed, e.g. Strengths and Skills. These can be **summarised and edited** in the same way.

Skills		
Use your skil	is to find career choices suited to you and make those big decisions easier.	Add skills experience
	IIs experience idded 1 skills experiences. Adding more will make it even easier to update rour Skills statement offile.	Your skills summary Studying history has allowed me to develop excellent researching skills as shown when I worked as part of a group to research local history in relation to WWI. We identified local figures who contributed in a variety of different ways and I used my verbal communication skills to present our View skills summary Edit summary
Strengt Find out how	t hs your strengths can help you when it comes to jobs and career decisions.	Use the Strengths tool again
Often	Less often	Your strengths summary
Č *	Detail You have a natural eye for detail, making it easy for you to spot errors. You get a real buzz from making sure that everything is accurate and would never submit work that's messy or full of mistakes. You're most likely to say, "It's important to get things just right." Pride You take pride in everything that you do. You focus on delivering quality work that's of the highest standard. From the work you do a tschool, college or in your job, to how you look, it's very much a case of, "Only the best will do."	Many people agree that I am a competitive, curious and a debater, and, frankly I agree with the results My WoW has generated. Being competitive and having pride in my work, I always aim for the best results in everything I do whether it's a test, an essay or a lab View strengths summary Edit summary
ノ	Improver You're always looking for ways of improving. Whether you're looking to get better at sport or higher grades, you'll give it a go. You will often find yourself thinking, "How can I do it better?"	
/	Writer You love to write. Whether you're updating your status online, creating a short story to pass the time, or putting together articles for your school or college magazine, you enjoy the experience. You find yourself writing at all sorts of times and in all sorts of places. As you do, you might find yourself thinking, "I love writing."	
I	Creativity Creativity is at the heart of everything you do. You love to experiment and explore, trying out new ways of doing things. You can't help but come up with new and original ideas. Your creativity will often be seen in how you dress or how you style your hair. You often find yourself thinking, "I wonder what would happen if"	



Further down the page there are areas where you can enter details of education, experience and achievements.

Education	
Add information about where you studied, qualifications you achieved and what you're currently studying.	
Institutions attended	Add / Edit
Glasgow Kelvin College - West End Campus - Glasgow	2020 - Present
Currently studying	~
Springburn Academy - Glasgow (Secondary)	2014 - 2020
Qualifications achieved	~
Currently studying	~
Add information about your experience.	Add / Edit
Tesco Merchandise replenishment May 2018 - Present	
Achievements	
Add information about your achievements.	Add / Edit
My World of Work School Ambassador Springburn Academy Sep 2018	

In each of these sections, you can enter information by clicking on 'Add/edit' to the right of each section.



In the 'Education' section, you will be able to enter details of a place attended, qualifications achieved or what you're currently studying:

Learn and train Getting a job			
< Back to profile		and the second se	
Add education	2. Qualificatio	ons you've	3. Currently studying
School or college name			
Date from *			
Select month	~	Select year	~
Date to			
Select month	~	Select year	~
I still attend here			
Add place			

Details added appear at the **right of the page**, click on the **icons** to edit or delete these.

Work	ions Learn and train Getting a job	Search Q. Fiona
Overvlew To-do list	Back to profile	Attended
Profile 💄	Add education	Attended
Skills experience	1. Add place of education 2. Qualifications you've achieved 3. Currently studying	Glasgow Kelvin College - West End Campus - Glasgow Aug 2020 - Present
CV 📑		0 qualifications 1 currently studying
Marketplace 🔒	School or college name	
Settings 😂	Date from "	Springburn Academy - Glasgow (Secondary) Aug 2014 - May 2020
Bookmarks	Select month V Select year V	
	Date to	ā /
Careers adviser	Select year ~	
«	I still attend here	-
	Add place	



In 'Experience', you will be able to enter details of employment, paid and voluntary.

아이 My 아이 Worldon My career optio 제품 Work	ns Learn and train Getting a job	SearchQ, Fiona
Overview	Back to profile	
Profile	Add place of experience	Attended
Skills experience •	Job role (optional)	May 2018 - Present
Marketplace	Date from *	
Settings 🔅 Bookmarks	Select month Select year Selec	
Careers adviser	Select year	
«	Location *	
	Tell us a bit more about what you did	
	Words: 0, Characters: 0/1000	

As in the 'Education' section, details added will appear to the right (click icons to edit/delete).

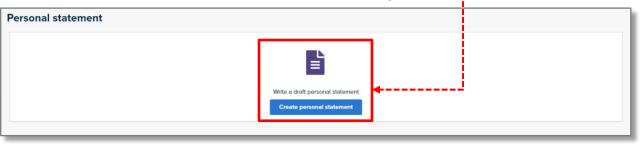
And finally, in the 'Achievements' section, you will be able to enter details of any other personal achievements:

아이 My 신구호 Worldor My career op 제품 Work	ions Learn and train Getting a job	SearchQFiona
Overview	Back to profile	
To-do list	Add an achievement	Previous achievements
Skills experience	Add information about any achievements you've earned, for example a Duke of Edinburgh award.	My World of Work School Ambassador
cv 🗈	Achievement title*	Springburn Academy Sep 2018
Marketplace 🖀	Date achievement was earned	
Settings	Select month v Select year	~
Bookmarks	Where was it achieved?	
Careers adviser	Was a grade achieved?	
«	Add achievement	

Once again, as in the 'Education' and 'Experience' sections details added appear to the right (click icons to edit/delete)



At the bottom of the page, there is a section to complete a personal statement based on the summaries from each individual section. Click on **'Create personal statement'** to start:



You will now see a blank text box for you to create a personal statement, and on the right side are the headings from the individual section summaries that you wrote earlier. If you click on the arrow to the right of each heading, the summary will be shown for you to refer to.

Overview To-do list	View the summary of each section	SearchQFiona
Profile	Write your personal statement	Your profile information
Skills experience	 Think about what you have done so far, and where you want to be in the future Use this as an opportunity to show your skills and strengths 	About me
cv	Give examples of times you've used your interests, skills or strengths and include them to add more value to your	Strengths
Marketplace	statement	Many people agree that I am a competitive, curious and a debater, and, frankly I agree with the results My WoW has generated.
Settings 🏚	3	Being competitive and having pride in my work, I always aim for the best results in everything I do whether it's a test, an essay or a lab report.
Bookmarks		I always strive to be the best and most successful in all of my subjects.
Careers adviser		While I don't use morality and emotional awareness us much as other strengths, there are still opportunities for me to show my caring side.
«		Experience 💙 Education V
	Words: 0, Characters: 0/5	
	Cancel Save personal statement	

You can now create a personal statement within the text box, within the recommended character limit shown (5000), then click 'Save summary' at the bottom to save.

Overview	Back to profile	
o-do list	Write your personal statement	Your profile information
rofile	white your personal statement	rour prome information
Skills experience	Think about what you have done so far, and Use this as an opportunity to show your so Create personal	About me Skills
:V	Consider the structure so you don't miss o Give examples of times you've used your Statement here	Strengths .
larketplace	statement	Many people agree that I am a competitive, curious and a debater, and, frankly I agree with the results My WoW has generated.
ettings	e	Being competitive and having pride in my work, I always aim for the best results in everything I do whether It's a test, an essay or a lab report.
okmarks	I learn best when I am part of a group because I like sharing ideas with others and listening to their ideas as I feel this helps us achieve	I always strive to be the best and most successful in all of my subjects.
reers adviser	our goals better. I also enjoy being part of the school band as this has helped me develop my musical skills as well as being part of a team.	While I don't use morality and emotional awareness us much as other strengths, there are still opportunities for me to show my caring side.
«	I find practical subjects much easier to understand because it helps me learn information easier. I prefer to learn by doing. I enjoy helpin others in practical subjects such as Drama, Music and PE. I think one of my main strengths is my ability to evaluate my work and improve my skills. I also contribute in class by evaluating the work of others and helping them improve.	
	I am a very responsible person and am part of the school council. I take my responsibilities seriously and have recently been part of a group which aim to improve the school environment.	Experience
	Words: 158, Characters: 844/5000	Education Achievements
	Cance Save personal statement in	Save personal statement



Once you've saved your 'personal statement' you'll see a confirmation that your statement has been successfully saved.

ୁବତ୍ର My ଦ୍ୱିକ Worldor My career op ଅନ୍ୟ Work	otions Learn and train Getting a job	Search_ Q Fiona 💄						
Overview	Back to profile							
Profile	Write your personal statement	Your profile information						
Skills experience 🧳	Your personal statement saved successfully.	About me 💙 Skills 🗸						
cv 🗈	Think about what you have done so far, and where you want to be in the furthere	Strengths						
Marketplace 🏠	Use this as an opportunity to show your skills and strengths Consider the structure so you don't miss out anything important Give examples of times you've used your interests, skills or strengths and include them to add more value to your	Many people agree that I am a competitive, curious and a debater, and, frankly I agree with the results My WoW has generated.						
Settings 💠	 Gve examples of umes you ve used your interests, skills or strengths and include them to add more value to your statement 	Being competitive and having pride in my work, I always aim for the best results in everything I do whether it's a test, an essay or a lab report.						
Bookmarks		I always strive to be the best and most successful in all of my subjects.						
Careers adviser 🏻 🍨		A successfully ring side.						
*	liearn best when I am part of a group because I like sharing ideas with others and lister-might methodes as the entry	message						
	and improve my skills. I also contribute in class by evaluating the work of others and heiping them improve. I am a very responsible person and am part of the school council. I take my responsibilities seriously and have recently been part of a group which am to improve the school environment.	Achievements						
	Words: 158, Characters: 844/5000							
	Cancel Save personal statement							

You can click on the 'Back to profile' button to return to your Profile overview page.

<mark>소북ਊ, My</mark> 스무 & World or My ca ★날♥ Work	areer optio	ns Learn and train Get	tting a job					Search	۹	Fiona		
Overview		Profile										
To-do list												
Profile	1	Share profile	Download profile									
Skills experience	*	Welcome to your profile Show introduction										
cv		Snow introduction										
Marketplace	 	Personal details								<u>count settings</u>		
Settings	•	Name: Fiona Paterson			School: Springburn Academy - Glasgo	147	Year group: S5					
Bookmarks					Sphiligburn Academy - Glasgo	vv	33					
Careers adviser	•											
« About me												
		Learn more about yourself and use your interests to explore Jobs and careers.						Use the	Use the About Me tool again			
		Your About me results					Your personal summary					
		Creative You've got a great imagination. You're good at creating new things and expressing yourself. You like doing things your way. You might enjoy design, arts, writing, music, film					As someone who is creative I really enjoy music and writing and regularly enter writing competitions. I also sing in a Scottish youth choir and play woodwind instruments.					
							As a leader, who is confident and adventurous, I always like to explore new ways to complete my					
		or performing.				View personal summary Edit summary						

