

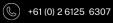
# STUDENT EXPERIENCE PREVIEW

For Operators

This document provides a simulated walkthrough of the student-facing view of the ANU Career Central platform, designed for operator reference. It includes annotated screenshots and clickable elements to demonstrate how students interact with key features such as booking appointments, accessing job opportunities, completing assessments, and exploring pathways.

> Prepared by: Jenny Tan ANU Careers & Employability





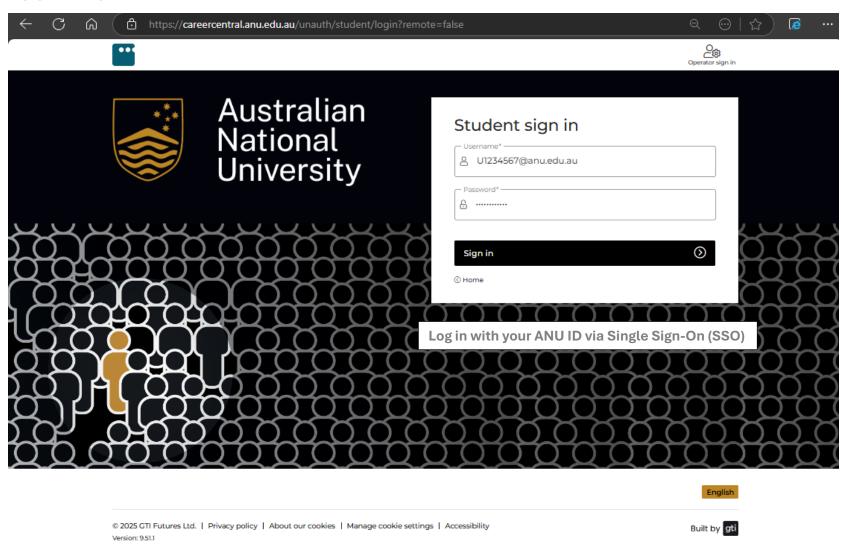
careers@anu.edu.au



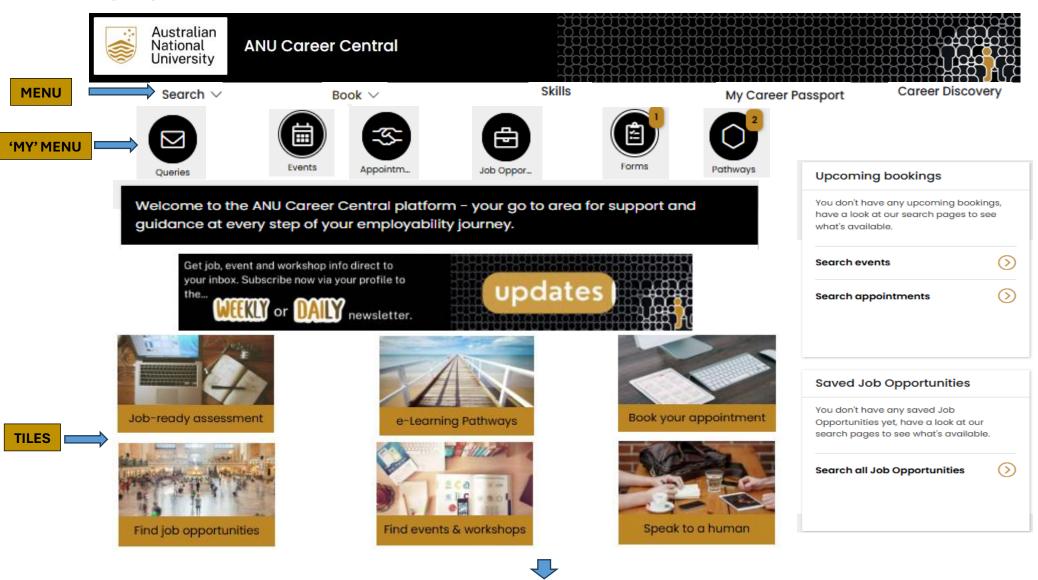




## **LOGIN PAGE**



### **DASHBOARD**



As students scroll down the page, they'll see "Job Opportunities Based on Your Profile" and "Recommended Events" tailored to their

### **MENU**

**Search** – allows students to search / filter for Job Opportunities, Organisations, Events, and Pathways

**Book** – this is where students can schedule career consultations, attend workshops, and register for upcoming events.

**Skills** – students can complete a skills assessment to identify their personal strengths and areas for growth.

My Career Passport - allows students to track their activity and progress across the Career Service.

#### This includes:

- My profile
- Career Objective
- My Skills
- Pathways
- Events

**Career Discovery -** offers curated content to support students in their career development.

It has diverse content (articles, videos, podcasts and more) all aimed at helping students with their career.

#### 'MY' MENU

Queries – allows students to submit questions to the Career Service, select a query type, add a subject and message, and upload documents. Operators manage, respond to, and complete each query.

**Events** – enables students to view, register for, and manage bookings for events. Includes event details and a calendar view for easy planning.

**Appointments** – shows current, upcoming, past, and attended appointments, including session notes. Students can view appointment details, booking summary, event links, and calendar view.

**Job Opportunities** – provides access to saved job listings, internships, and placements. Students can search, view, save, and apply directly through the platform.

Forms – displays forms assigned to the student, including surveys, terms and conditions, and experience logs.

Pathways – offers structured career-related activities and assessments. Students can start, track, and complete pathways that support their development and readiness.

#### **TILES**

Job-ready assessment – helps students update their profile and evaluate their career readiness. Through a self-assessment of employability skills, students receive a personalised report, identify strengths and development areas, and access tailored learning pathways.

**e-Learning Pathways** – provides structured online learning based on assessment results. Students engage with targeted content and activities to build key employability skills.

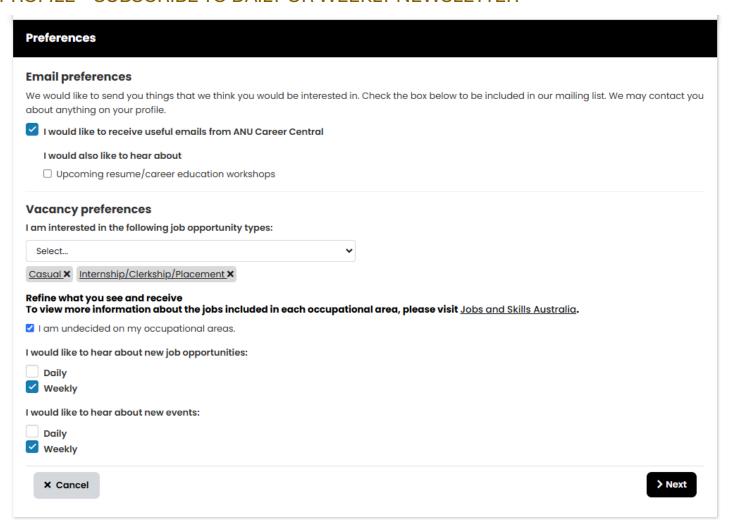
**Book your appointment** – enables students to view availability, book appointments with career advisors, and manage bookings directly within the platform.

**Find job opportunities** – gives students access to job listings, internships, and placements. They can search, view details, and apply for roles aligned with their goals.

**Find events & workshops** – allows students to browse and register for events and workshops that support their career development.

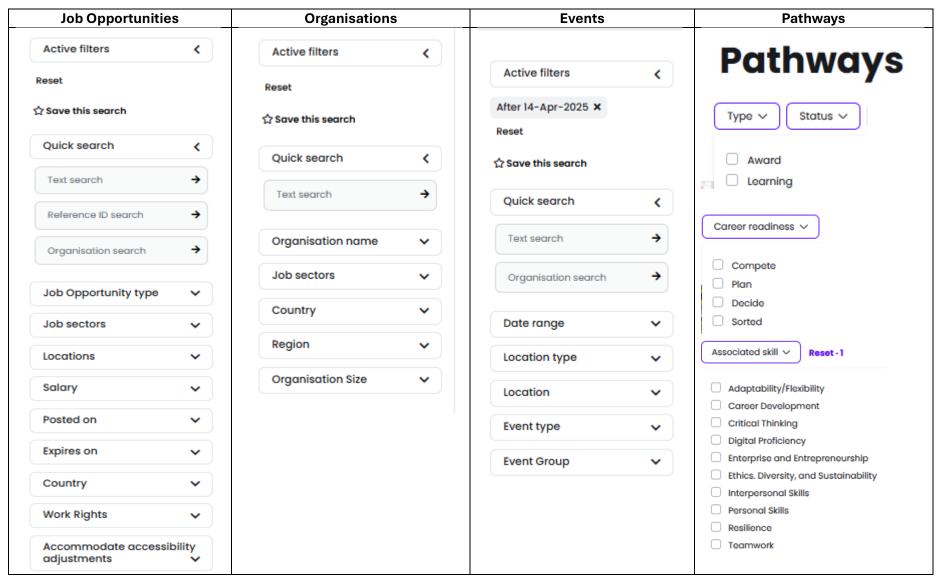
**Speak to a human** – directs students to key contacts at ANU, including career advisors, academic support, and wellbeing services, to help them find the right support and guidance.

## PROFILE - SUBSCRIBE TO DAILY OR WEEKLY NEWSLETTER



Menu: SEARCH 

<u>△ Home</u>







Search V



Skills My Career Passport

Career Discovery

## **Appointments**

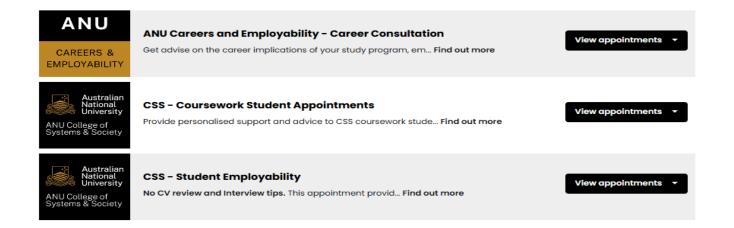
Home / Book / Appointments

Before booking your appointment, consider exploring the e-Learning Resources below. These materials may answer your questions or offer useful guidance, allowing you to focus on more specific or advanced topics during your appointment.

I need help with my resume.

<u>I'm looking for a</u> <u>job/internship.</u> <u>I'm preparing for an</u> <u>interview.</u> I don't know what to do after graduation.

PLEASE NOTE: Most appointments can only be booked 2 weeks in advance. If there is no availability, please check regularly in case there are cancelled appointments or more availability is listed.



Menu: SKILLS 

△ Home

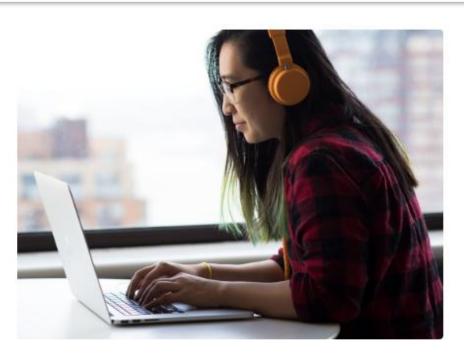
Search V Book V Skills My Career Passport Career Discovery

# My Skills

Identify your personal skills profile and set yourself development goals

Discover your strengths by selecting the statements that you feel best reflect your current competency levels for each element of your skills profile.

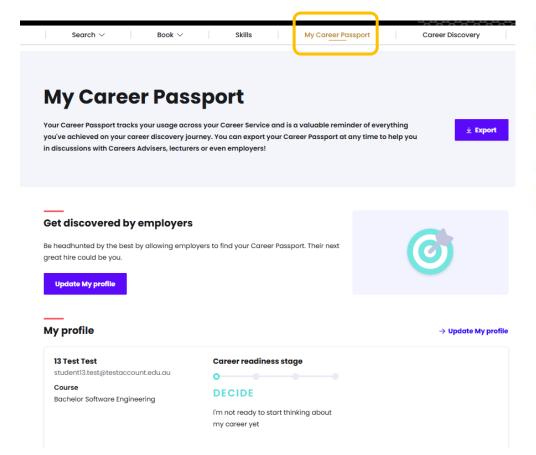
Start skills assessment



English

### Menu: MY CAREER PASSPORT





### My Skills

Identifying your skills, reflecting on what they mean and setting yourself development goals are crucial steps in building your employability.

Start skills assessment

### **Pathways**

2 IN PROGRESS 0 COMPLETE



#### Understanding Your Professional Self

Gain skills in self-discovery, identifying strengths, and understanding motivations. Align your interests, values, and preferences with career aspirations to...



100h

Menu: CAREER DISCOVERY

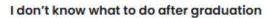




## LATEST FROM ANU CAREER CENTRAL







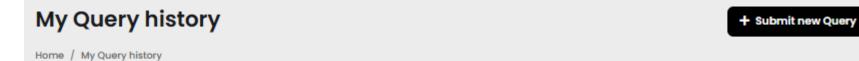


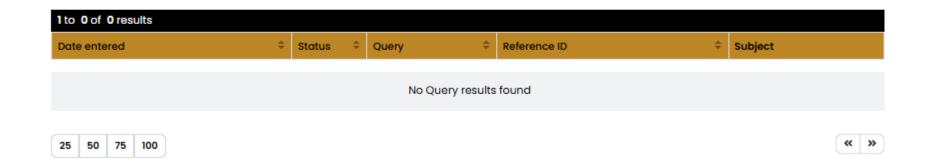
I need help with my resume

## My Menu: QUERIES









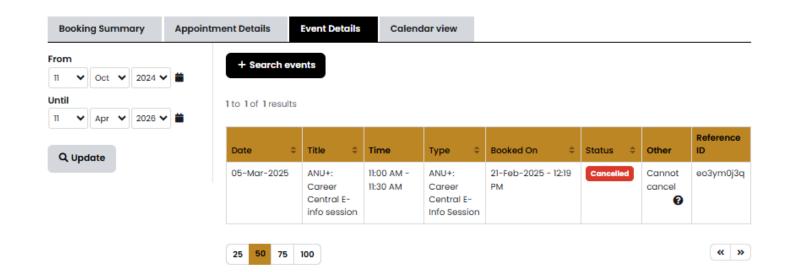
# My Menu: EVENTS





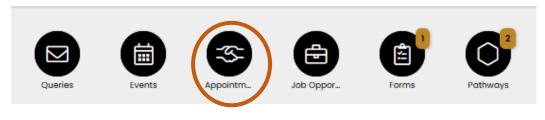
## My bookings

Home



## My Menu: APPOINTMENTS

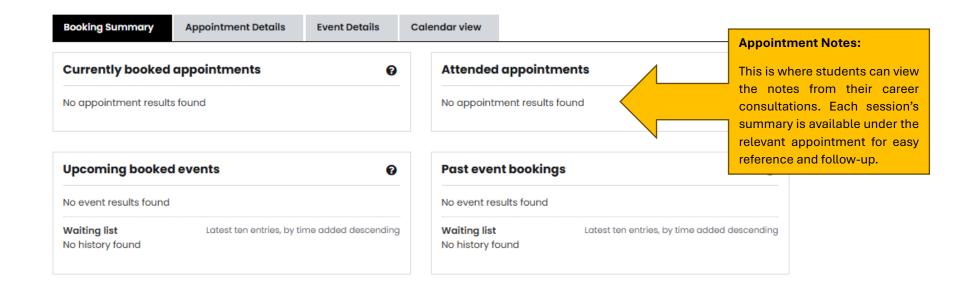




Search ∨ Book ∨ Skills My Career Passport Career Discovery

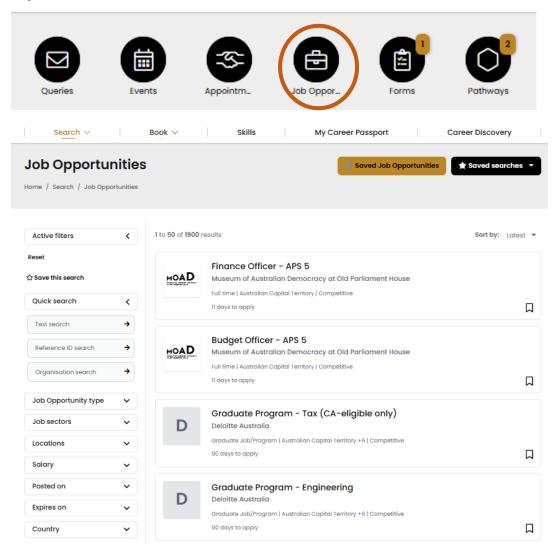
## My bookings

Home / Me / Bookings



## My Menu: JOB OPPORTUNITIES





## My Menu: FORMS









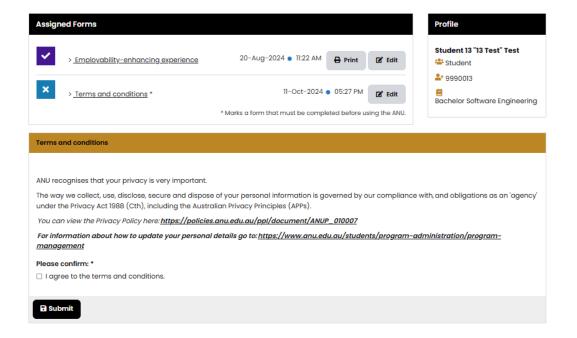






### Forms & information

Home / Me / Forms



## My Menu: PATHWAYS















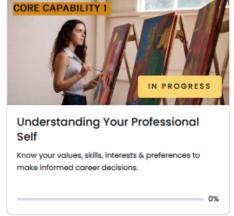
# **Pathways**

Develop the skills you need to succeed in your career through guided workflows, feedback and support provided by universities and leading employers.



2 results

Sort by: Most Relevant V





## Tile 1: JOB-READY ASSESSMENT



| Career Passport  |  | Preferences  |
|--|--|--|
| As part of your student experience we will collaborate any useful employability information into your Career Passport, you can then use this to help promote yourself to employers looking for candidates.  If you agree, we can share your Career Passport with interested organisations. This will include all information being displayed including your name, email and course. You can opt of this process at any time.  I give permission for my Career Passport to be shared with organisations |  | Email preferences  We would like to send you things that we think you would be interested in. Check the box below to be included in our mailing list. We may contact you about anything on your profile.  I would like to receive useful emails from ANU Career Central  I would also like to hear about  Upcoming resume/career education workshops |
| Where are you on your career journey?  |  |  |
| Choose I statement that best fits where you are in your career journey.  |  | Vacancy preferences  |
| Decide   | I'm not ready to start thinking about my career yet  I have no career ideas yet but want to start thinking  I have some ideas about my career and I am ready to start planning         | I am interested in the following job opportunity types:  Select.  Casual X Internship/Clerkship/Placement X  Refine what you see and receive To view more information about the jobs included in each occupational area, please visit Jobs and Skills Australia.   |
| Plan   | I have a career in mind and intend to gain relevant work experience  | ☐ I am undecided on my occupational areas.   |
|  | I know what I want to do but I'm not sure how to get there   | I would like to hear about new job opportunities:  |
|  | I want to spend a year gaining experience  | Daily  |
| Compete  | I am ready to apply for graduate level/professional opportunities  I am ready to apply for further study  I have been applying for opportunities and so far I have not been successful | ✓ Weekly I would like to hear about new events:  □ Daily ✓ Weekly  |
| Sorted   | I have a job, further study or my own business plan confirmed  | X Cancel > Next  |

## Tile 2: e-LEARNING PATHWAYS





#### Understanding Your Professional Self

Know your values, skills, interests & preferences to make informed career decisions.

- 0%



#### Interpersonal Skills

Enhance communication, build positive relationships, and develop emotional intelligence. Adapt to different contexts, recognise emotions, and improve writing...



#### Critical Thinking

Enhance your critical thinking by developing problemsolving, analytical skills, and reflective reasoning. Evaluate information, make informed decisions, and...



#### Understand Industries and Employers

Gain insight into industries and employers by researching trends, understanding workplace cultures, and employer needs.



#### Ethics, Diversity, and Sustainability

Find out how to act with integrity, embrace inclusivity, and contribute to a sustainable, socially just society. Explore ethics, values, and critical agency while...



#### Adaptability

Thrive in a changing world by building resilience, embracing ambiguity, and developing transferable skills. Learn to manage change effectively and apply...



#### Find and apply for jobs

Explore job opportunities by learning where to look and how to present yourself effectively.



#### **Enterprising and Entrepreneurship**

Foster innovation, develop commercial awareness, and enhance influencing skills. Generate creative ideas, understand market dynamics, and inspire...



#### Teamwork

Strengthen your teamwork skills with active listening, planning, and a positive mindset. Collaborate effectively, organise tasks, and foster a supportive...



#### Navigate and drive your career

Learn to navigate your career, build resilience, explore opportunities, and create a plan to achieve your goals.



#### **Digital Proficiency**

Discover how to confidently and effectively use digital tools and technologies. Build skills in software use, data analysis, and digital citizenship, including...

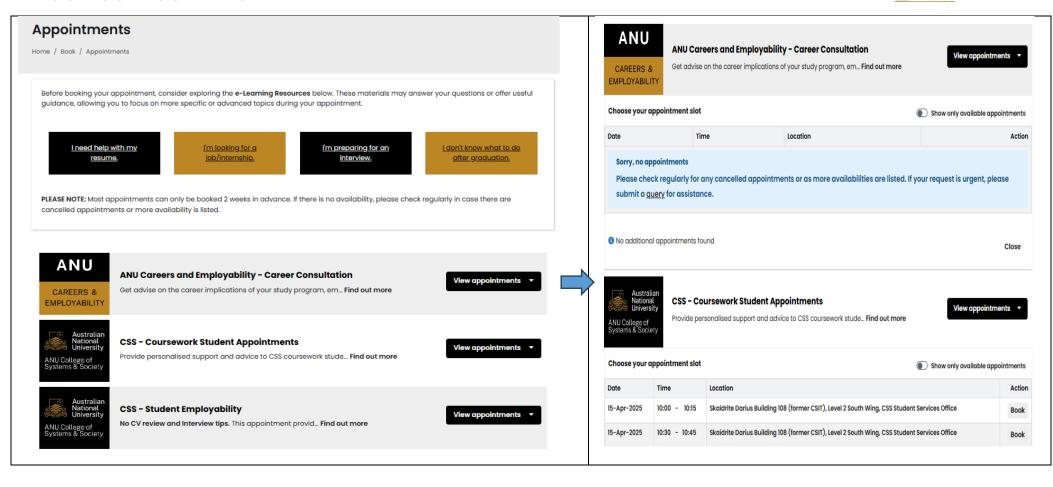


#### Resilience

Build resilience by cultivating a positive mindset, enhancing self-awareness, and staying motivated with clear purpose. Overcome challenges, adapt to...

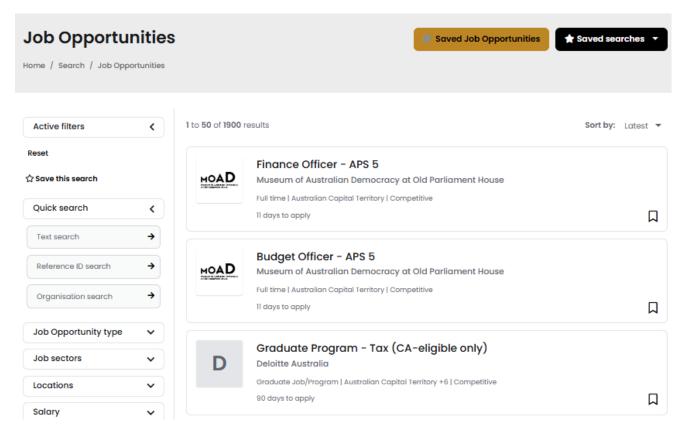
### Tile 3: BOOK YOUR APPOINTMENT





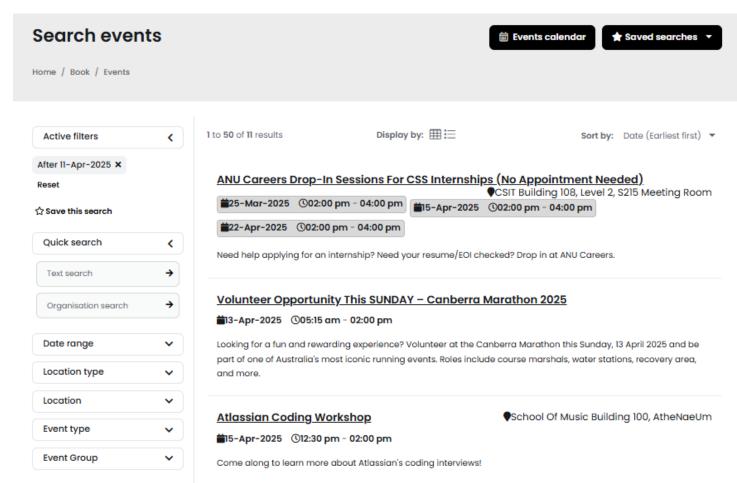
## Tile 4: FIND JOB OPPORTUNITIES





## Tile 5: FIND EVENTS & WORKSHOPS





## Tile 6: SPEAK TO A HUMAN



#### Contacts

#### Student Central

Get in touch with Student Central

40 135 268 or +61 2 6125 3339 (if overseas)

student@anu.edu.au

Student Central Annexure L1 Di Riddell Student Centre Club Lime Aquatics ANU

Club Lime Aquatics ANU

Chiffey Library

Chiffey Library

• Please visit the Student Central Homepage for our current opening hours and services.

#### Academic Skills »

- Send email
- **L** +61 2 6125 2972
- Niew on map

#### ANU Counselling »

- Send email
- **4** +61 2 6125 2211
- N View on map

#### Accessibility »

- Send email
- Niew on map

#### ANU Global Programs »

- Send email
- **4** +61 2 6125 7857
- Niew on map

#### University feedback

#### Emergencies

For life threatening emergencies first call **0-000** 

then dial ANU Security on 612 **52249**.

#### College contacts

Students may contact ANU Colleges directly for specific program related enquiries.

- ANU College of Arts & Social Sciences
- ANU College of Asia & the Pacific
- ANU College of Business & Economics
- ANU College of Law, Governance & Policy
- ANU College of Science & Medicine
- ANU College of Systems & Society

#### Commitments

· Commitment to service

#### Chaplaincy »

- Send email
- **\** 0407 866 777
- Niew on map

### Contact ANU Careers & Employability »

- Send email
- L +61 2 6125 6307
- Niew on map

#### Dean of Students »

- Send email
- **4** +61 2 6125 4184
- 👪 View on map

#### Griffin Hall »

- Send email
- Niew on map

#### Medical Services »

- Send email
- **4** +61 2 6125 2211
- Niew on map

# Pro Vice-Chancellor (Graduate Research) »

- Send email
- **4** +61 2 6125 5569
- Niew on map