

# Advice for School & College Leavers



## INFO SHEET

Your Morrisby Profile will be a continual reminder of your strengths and what you can achieve. To continue to get the most out of your account there are few things you need to do.

### Before you leave

- Login into your account ([morrisby.com/login](https://morrisby.com/login)) and update your school/college email address to a personal email address that you will have access to once you have left school/college.
- To make the necessary changes, go to the 'Settings' area of your account.



- Download and save any information that you may wish to keep for future use. For example, if you have completed an activity that included a form (CV) or if you have uploaded any files (certificate).

Now that you have updated your email address it will mean that you can access your account once you have left school/college! Why? Read on.

### Your Morrisby account comes with lifelong access!

- Yes, that is correct – lifelong access! It means that you will continue to have access to a growing careers database to help you with your

future career planning or possibly, a future career change.

- You will have the ability to revisit and update your response to any of the following questionnaires:

**Interests** – What are your likes and dislikes?

**Personality** – What are your preferences and perceptions?

**Priorities** - Which aspects of a career are most important to you?

**Study Interests** – Which subjects are you interested in?

To retake a questionnaire, click on 'About Me' and then click on the title of the questionnaire e.g., Interests. On the righthand side of the page you will see 'Retake Questionnaire', click on the link to retake the questionnaire, updating your responses as you go.

We recommend you update your Interests questionnaire every 6-12 months and then review any changes to your profile and suggested careers.

Visit [morrisby.com](https://morrisby.com)

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### Looking ahead

Your future is in your hands! There are many things to explore about careers you are considering. For example, how to gain relevant experience and prepare yourself for job applications and interviews.

- Talk to people in the careers that interest you to find out more about their job roles - ask your parents or friends' parents if they have any contacts you could speak to.
- Undertake work experience, work shadowing or an internship to test your ideas and gain relevant experience - don't forget to check for virtual opportunities by searching online.
- Volunteering or part time work are great ways to develop the skills that employer's value like communication, teamwork, leadership etc - never underestimate the importance of these skills in the jobs market.
- Don't forget if you go to college or university, you can use the careers service provided for their students. Ask for some interview practice with an adviser to help you prepare for a job interview.

Morrisby is a great resource to help you through the next steps of your education or training and into employment. There is a wealth of information available on the site covering careers, employment, apprenticeships and higher education.

### The Important bit

We (Morrisby Ltd.) will hold your data until your 22nd birthday during which time you can access your results, retake questionnaires and research careers. Once you reach the age of 22, you must continue to log in at least once every 5 years to ensure your Morrisby Profile account remains active. If you do not your account will be archived, and you will no longer be able to access your account.