

CAREERS CAREERS CAREERS



Collingwood College

## March 2021 - CAREERS NEWS

Welcome to the March addition of the Collingwood Careers monthly newsletter where you will find information, advice and links.

### Website

This is a work in progress and information is being added all the time. Your feedback is always welcomed and if there is anything you feel should be included or you need more information email [careers@collingwood.surrey.sch.uk](mailto:careers@collingwood.surrey.sch.uk)

Registration is now open for the What [University Live?](#) & What [Career Live?](#) virtual event on 19 and 20 March!

Get your free ticket today to access a wealth of quality information and inspiration to help you take your next steps with confidence. Speak to leading universities and companies, access one-to-one advice and listen to expert talks, all from the comfort of your own home.

Access is limited, so register now to reserve your free place! [Register here](#)

## THE ESSENTIAL EVENT FOR 15-19 YEAR OLDS

Welcome to What University Live? & What Career Live? Virtual Event: On Friday 19 and Saturday 20 March, this essential online event for 15-19 year olds will help you discover more about your further education and apprenticeship options.

### Log in to:

- Chat to representatives from leading universities and employers
- Watch a packed program of free talks
- Get one to one career advice
- Take part in free skills workshops
- And much more!

[Register now for your free ticket and start planning your visit today!](#)

The event will be live:

Friday 19 March 10:00—15:00  
Saturday 20 March 11:00—15:00

[Visit WhatCareerLive.co.uk for more information about what's going on.](#)

If you need assistance, please e-mail [whatlive@vmgl.com](mailto:whatlive@vmgl.com) or call 020 8394 5200 between 9am and 5pm Monday to Friday.

**Before you log in on the day, please be sure to run the system check!**  
Simply click the blue button under the log in box to the right of the page.

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@collingwoodIAG  
(twitter)



careers\_collingwood



careers@collingwood.

Emma Clelland  
Careers Lead



## Link to webinars

Watch our previous webinars now.

### **Subject discovery: Law**

Law affects every part of people's lives, giving each of us rights and responsibilities. Hear from the experts what it's really like to study Law and what it takes to go on to become a Solicitor or Barrister.

### **Subject discovery: Liberal Arts and Sciences**

Ever wondered what it would be like to study one of the oldest subjects in the world? Liberal Arts is one such subject – it goes back to the Ancient Greeks, who considered a liberal arts education to be the ultimate mark of an educated person.

### **Subject discovery: Creative Arts and Design**

The Creative Arts covers a huge range of courses - from Graphic Design to Jewellery and Woodworking. If you have a good eye and enjoy being creative, a degree in Creative Arts may be for you!

### **Subject discovery: Computer Science**

A degree in Computer Science will teach you how to design and analyse algorithms to solve problems and study the performance of computers. You could even learn about artificial intelligence while you're at it!

### **Subject discovery: Medicine**

If you are fascinated by how the human body works and have a genuine concern for the welfare of others, Medicine could be the perfect course for you.

### **Subject discovery: Business and Management**

Do you want to play a key role within a business? Are you interested in organising and coordinating the activities of a business to achieve its goals? If so, Business Management may be right up your street!

### **Subject discovery: Engineering**

If you're seeking a future that revolves around innovation and assisting mankind in reaching new heights (literally, in the case of Aeronautical Engineering!), a degree in Engineering is the one for you.

### **Subject discovery: Hospitality**

Hospitality courses typically involve the application of management concepts and practices in the areas of food, lodging and other hospitality-related businesses. They often combine hands-on skills in hospitality management with key business insight!

### **Subject discovery: Psychology**

How do children acquire language? Why do we forget things? What makes a good leader? If these sorts of questions interest you, tune in to learn more about Psychology.



Professor Gordon Murray CBE, Vehicle Engineer and Designer  
Thursday 14<sup>th</sup> January at 5pm

One of the world's foremost vehicle engineer and designers, the career of Professor Gordon Murray CBE spans over 50 years and he is credited with designing or influencing iconic cars for Brabham and McLaren as well as lightweight concepts; one-off specials and city cars. In 2024 Professor Murray becomes a near neighbour as he relocates his global headquarters to Windlesham and opens an automotive college.

Join him from 5pm Thursday 14th January 2021 through the Careers page of the Gordon's School website ([www.gordons.school/careers](http://www.gordons.school/careers))

A recording of this talk is available [here](#)

# The Careers and Apprenticeship Show



**Save the Date!**

**Online Event**

**20<sup>th</sup>**

**May 2021**

Join us from your classroom or home to support your year 10-13 pupils/students to learn about careers, apprenticeships and training opportunities.

- Attend talks from inspiring employers in real time.
- Navigate the virtual platform to explore career options.
- Talk to employers electronically through their booth displays.
- Parents/carers can explore the event in the evening with their young people.

Free to attend and designed to inspire young people to think about their options after school/college. It will help you achieve two-way interaction with employers during the coronavirus pandemic.

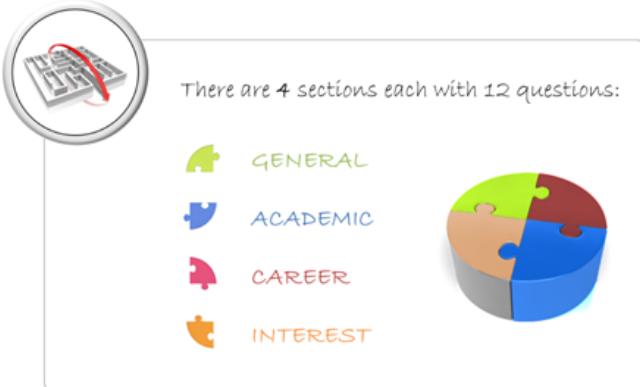
**Schools/colleges, young people and parents can sign up from 1<sup>st</sup> Feb 2021.**



## Link to Quiz



This Career Quiz is EASY to do – there are no wrong answers!



Our free Career Quiz (the Spartan Test) is incredibly easy to use. You need no prior knowledge. You don't need to have started planning your future yet. All you need to do is choose a picture.

You select 1 image from a possible 4. You do this with different images a total of 48 times. That's it. All you need to do is make a quick instinctive decision on which image (if any) best represents you. Don't take too long and don't analyse too deeply on possible hidden meanings!

If you don't like any of the images, don't choose one - use the 'none of the above' button below the images.

All the complicated scoring, algorithms and databases that drive this visual quiz are behind the scenes.

## WHO USES IT?



Thousands of students, teachers, careers advisers, university outreach officers and national experts in personality profiling have used our free career quiz. The word cloud to the left shows schools throughout the UK whose students have used the Spartan Test. We've had students who are studying GCSEs, A levels, International Baccalaureates, Scottish Highers and even grown-up career advisors take the Spartan Test. If you haven't done it yet, take the Spartan Test today and explore your possible future.

## **Upcoming Virtual Work Experience and Careers Opportunities for Students:**



Virgin media Insight Day - 19th March 2021

[LEARN MORE](#)



## Business Management Virtual Work Experience

**Deadline: 12th March 2021**

[LEARN MORE](#)



## Politics Virtual Work Experience

[LEARN MORE](#)



**TV & Film Virtual Work Experience**  
*Deadline: 12th March 2021*

# My Apprenticeship Application Experience

I am in year 13 and have decided that I do not want to continue in full time education. Instead the idea of learning while working appeals to me more. During the process I have found the answers to a lot of questions, and I have created a Q&A and top tips that might help future students.

## **Are University and Apprenticeship applications the same?**

No. All university applications are completed through UCAS with one form. Whereas all apprenticeships are applied for individually and have different processes. There is a deadline for applying through UCAS. However, apprenticeships all have different posting dates and deadline dates. University requires an application form similar to a CV and a personal statement. The apprenticeship applications also require online assessments in numeracy, contextual situations and verbal reasoning.

## **Is it easy to get an apprenticeship?**

No. Not only is the application process longer there is a lot of competition. I started applying in December and will keep applying until I am successful.

## **Are all apprenticeships the same?**

No. There are different levels. Level 3 is equivalent to A levels. Level 4 is Higher and Level 6 is Degree level. The titles also vary depending on the company. I started applying for Degree Apprenticeships and then looked at level 3 and 4. Most companies will encourage you to progress from the lower level.

## **Are they all the same length?**

No. The lower levels are 12 months, going up to 4 years for a degree. The advantage of doing a level 3 is that if I enjoy it I can still progress on to a Degree or Degree Apprenticeship. However, if it is not what I want then I can leave and try a different sector/subject.

## **Is the training on the job or at a College/University?**

This depends on the company, some have their own academies and training centres. Others you are sent to a local college or university either for 1 day a week or blocks. I like the idea of going to College or University as I will meet other Apprentices.

## **How did you find out about what apprenticeships were?**

There is lots of information on the College Careers OneNote page. We had presentations in Seminars (assemblies). I took part in remote webinars from: Alps; NAW; GetMyFirstJob; Uptree; Pearson Business School; and University of Law, there were loads of others.

## **How do you find out about vacancies?**

I registered with Find an Apprenticeship at <https://www.gov.uk/apply-apprenticeship>, they send email updates when an apprenticeship is posted that matches my search criteria. I also registered with Rate my apprenticeship, GetMyFirstJob and Uptree who send email updates. Plus the information from the College's Careers OneNote page.

## **What are the online assessments?**

This varies for each company, although most to a contextual/situational assessment. This is where you choose how you would respond to a case study situation or an email. There was a personality type assessment which asked about likes and preferences. The numerical assessments can be anything from very hard maths to games involving puzzles, shapes and using your memory. Before you start the assessments they go through the instructions and provide a trial/practice. Some companies have practice assessments on their websites. There are companies that offer practice assessments, some are free and others you have to pay for.

## **5 Top Tips**

- Listen to webinars to make sure it is what you want.
- Create a CV with all your important personal details, qualifications dates and grades, work experiences, skills and hobbies.
- Create a personal statement and include in it:
  - Why you want to do an apprenticeship
  - Why that company (this can be customised later)
  - Experiences that support the application
  - How demonstrated employability skills such as team work, organisation, adaptability, leadership
  - How your current studies support your application
- Practice online assessments
- Be patient, you will need to complete a number of applications, possibly 20+.

## **All Parents and Past students - LinkedIn**

We recommend you have a LinkedIn profile whether you are entering the job market or going to university because:

LinkedIn Helps You Establish an Online Presence

LinkedIn Supplements (or Even Replaces) Your CV

You Can Use LinkedIn to Apply for Jobs

LinkedIn Lets You Research Prospective Employers

LinkedIn Helps You Connect with Alumni from Collingwood College and future education establishments

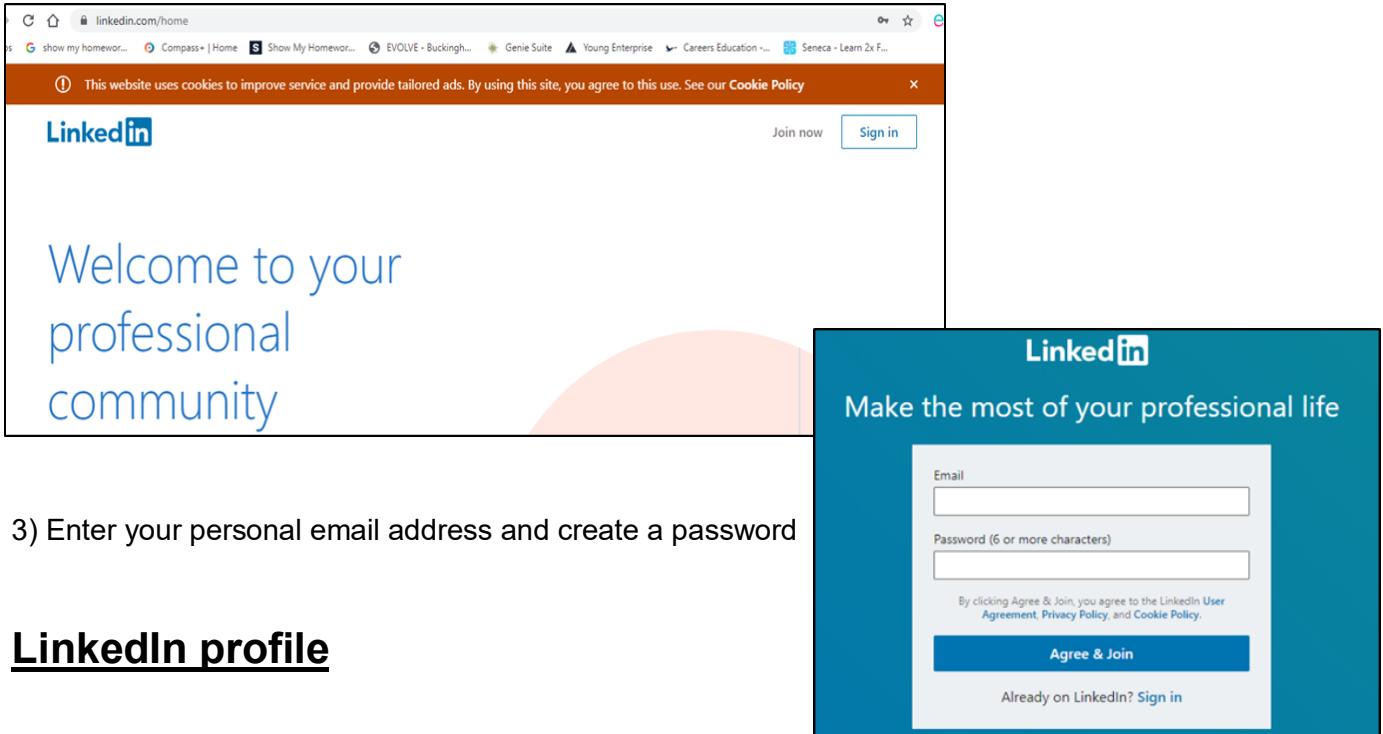
<https://www.topuniversities.com/student-info/careers-advice/five-reasons-why-every-student-should-be-linkedin>

<https://collegeinfogeek.com/linkedin-summary-examples-for-students/>

## How to set yourself up

1) Go to [www.linkedin.com](http://www.linkedin.com)

2) Click on [Join Now]



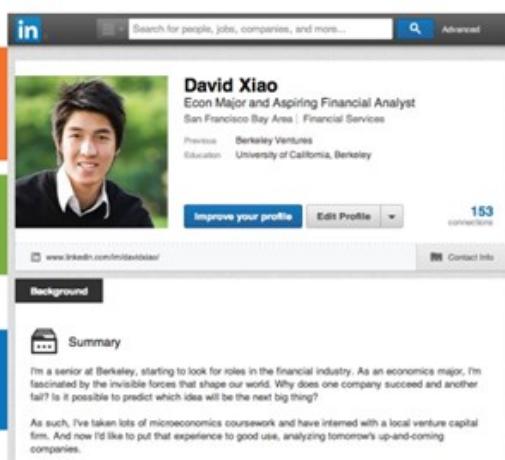
The screenshot shows the LinkedIn homepage. At the top, there's a banner about cookie usage. Below it, the LinkedIn logo is on the left, and 'Join now' and 'Sign in' buttons are on the right. The main area has a large blue header 'Welcome to your professional community'. To the right, a teal sidebar says 'Make the most of your professional life' with fields for 'Email' and 'Password', an 'Agree & Join' button, and a 'Sign in' link.

3) Enter your personal email address and create a password

## LinkedIn profile



## LinkedIn Profile Checklist



The screenshot shows a LinkedIn profile for David Xiao. It includes a photo, his name, title ('Econ Major and Aspiring Financial Analyst'), location ('San Francisco Bay Area | Financial Services'), previous job ('Berkley Ventures'), education ('University of California, Berkeley'), and connection counts (153). Below the profile, there are sections for 'Background' and 'Summary'.

**PHOTO:** It doesn't have to be fancy - just use your cellphone camera in front of a plain background. Wear a nice shirt and don't forget to smile!

**HEADLINE:** Tell people what you're excited about now and the cool things you want to do in the future.

**SUMMARY:** Describe what motivates you, what you're skilled at, and what's next.

These hyperlinks will help you create a great profile:

[https://university.linkedin.com/content/dam/university/global/en\\_US/site/pdf/LinkedIn\\_Sample\\_Profile\\_onesheet-David.pdf](https://university.linkedin.com/content/dam/university/global/en_US/site/pdf/LinkedIn_Sample_Profile_onesheet-David.pdf)

<https://www.linkedin.com/help/linkedin/answer/112133/how-do-i-create-a-good-linkedin-profile-?lang=en>

# Manage your security settings

It is important that you follow the attached advice regarding your security settings:

The screenshot shows the LinkedIn interface with a blue header bar containing the LinkedIn logo, 'Help', 'LinkedIn ▾', and a search bar. Below the header, the title 'Managing Your Account and Privacy Settings - Overview' is displayed. A callout box contains the text: 'Change your account and privacy settings. The Privacy & Settings page allows you to manage your account settings, update your privacy and security settings, and set your preferences for how frequently you're contacted by and through LinkedIn.' It includes a 'View and change your settings' button. The main content area below the callout box explains the 'Settings & Privacy' page, which allows managing account settings, privacy and security settings, and communication notifications. It highlights four tabs: 'Account tab' (for account management) and 'Privacy tab' (for privacy and security settings). The 'Privacy tab' is described as covering all privacy and security settings related to what can be seen about you, how information can be used, and downloading your data.

## Link with Collingwood College:

1) In the Education section – start typing ‘Collingwood’ and then select Collingwood College (rather than typing a slightly different format) and the Collingwood logo should appear. This will allow you to join the alumni.

Add education

School \*  
COLLINGWOOD COLLEGE

Degree  
Ex Bachelor's

Field of study  
Ex Business

Start Year  
Year

End Year (or expected)  
2021

2) Follow Collingwood College to find out about our news and events. This will enable you to keep in contact with your year, your teachers and past students. Networking with past ‘Collingwood’ students may help you when you are trying to arrange work experience / enter the job market.

3) Click on ‘Collingwood College’ in your education section and it will take you to our page.

The screenshot shows the LinkedIn profile page for 'COLLINGWOOD COLLEGE'. At the top, there is a large aerial photograph of the college campus. Below the photo, the college's logo is displayed, followed by the text 'COLLINGWOOD COLLEGE' and 'BELIEVE SUCCESS'. The page includes a brief description: 'Collingwood College is a school located in Camberley, Surrey with a committed, loyal and talented staff. Camberley, Surrey · 10+ alumni · 136 followers'. It also shows a connection status: 'Jess & 3 other connections work here · 120 employees'. There are buttons for 'Visit website' and 'More'. At the bottom, a navigation bar includes links for 'Home', 'My Employer' (which is highlighted in green), 'About', 'Posts', 'Jobs', and 'Alumni'.

4) Click on [Alumni] and [Follow].