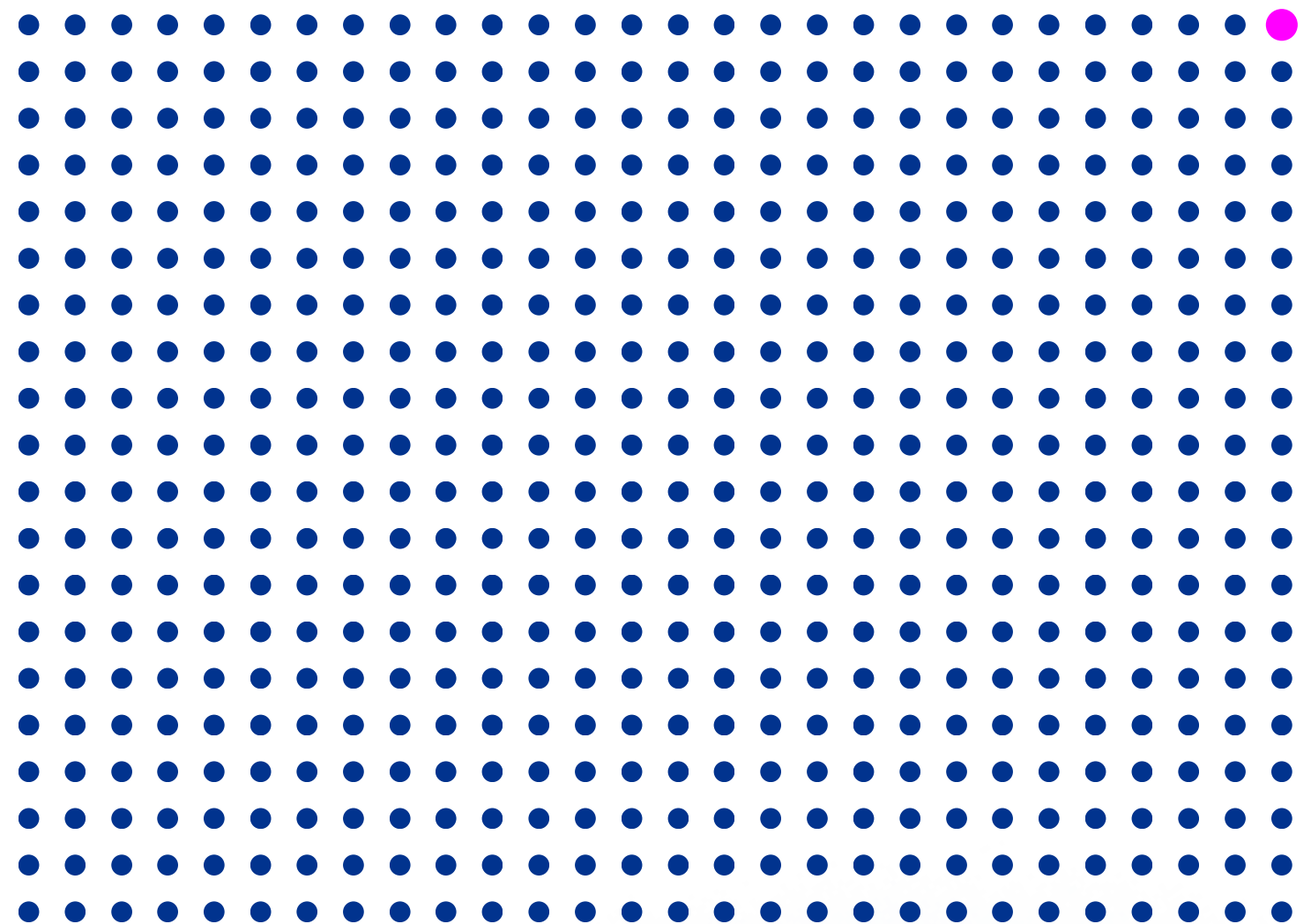
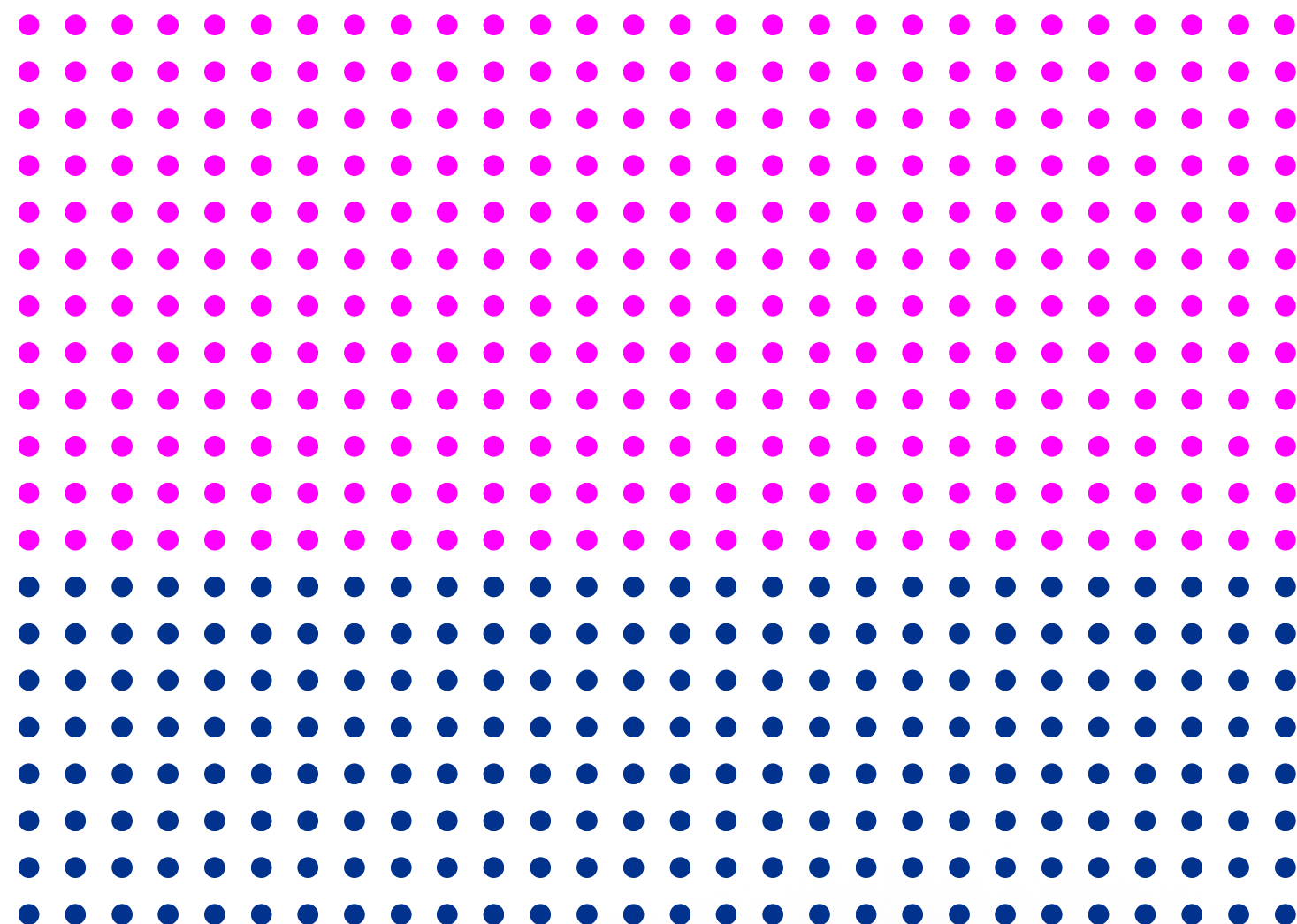




Efficiency Empowers.  
Confidence Inspires.



The **average** student to  
career practitioner **ratio**  
in **Australia** is at **560:1**



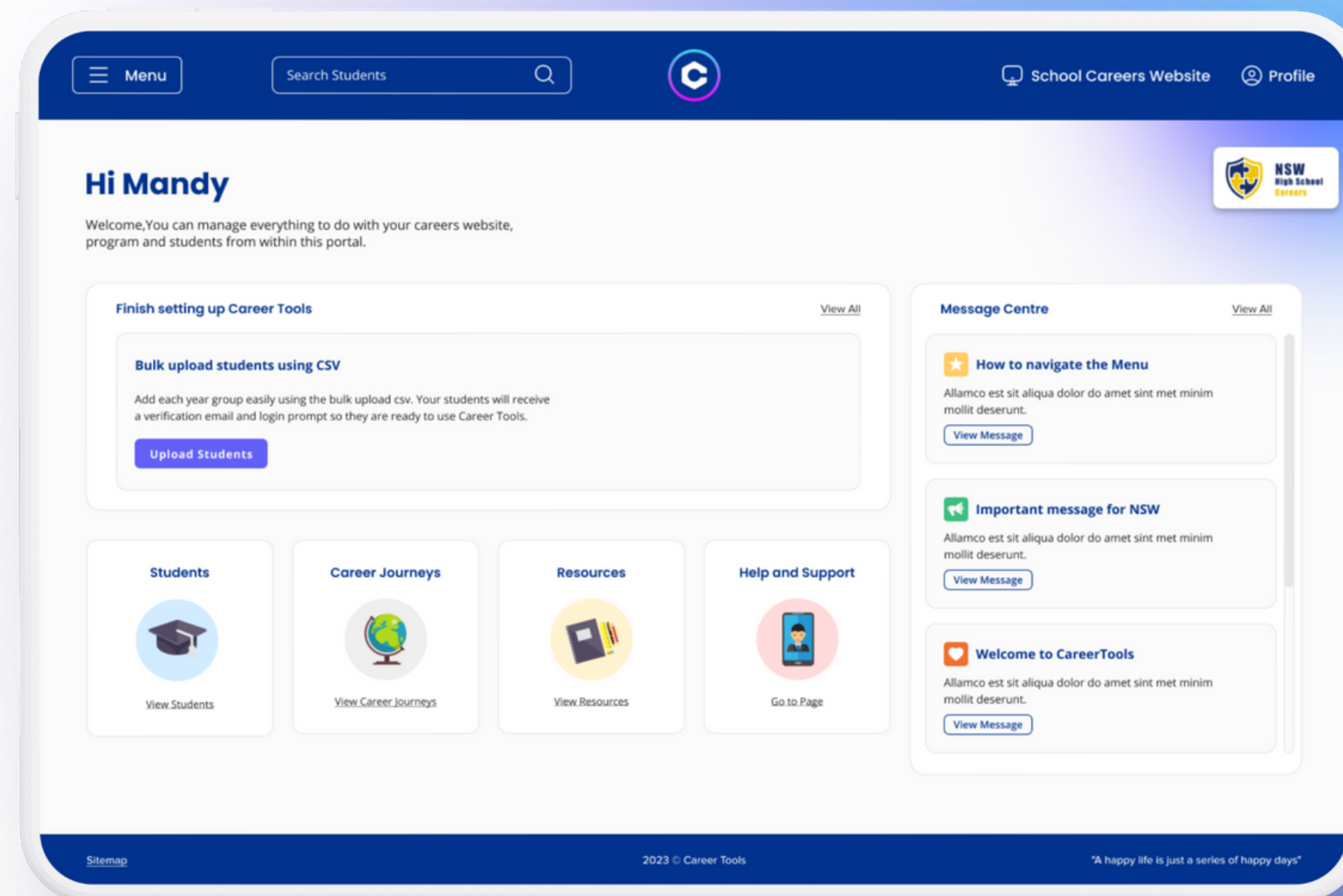
While 68% of young people say they **struggle** with **stress** and **anxiety** caused by the uncertainty around **life after school**



# Increase student confidence whilst saving valuable time with Career Tools

Career Tools, **Australia's leading career management platform**, reduces administrative tasks while equipping career practitioners with the **tools and resources to deliver** tailored **career education** programs.

Through its user-friendly and engaging career planning suite, Career Tools **boosts student confidence** around their futures.



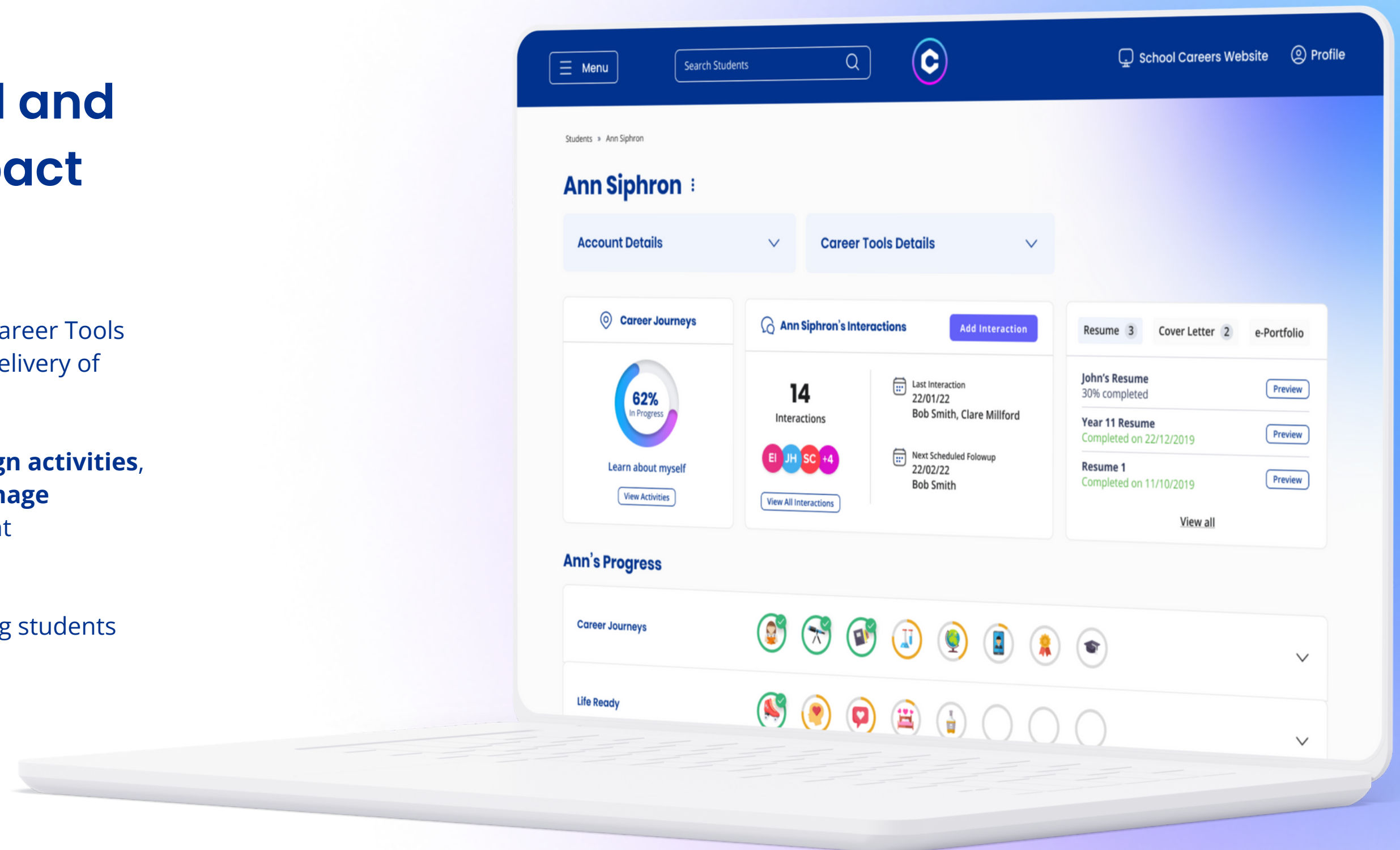


# Reduce admin load and maximise your impact

**Streamlining administrative tasks** via Career Tools saves time, allowing you to focus on the delivery of your career program.

Career Tools allows you to efficiently **assign activities**, **track progress**, report on outcomes, **manage appointments** and create tailored student experiences.

**Free up valuable time** to focus on guiding students towards more hopeful futures.



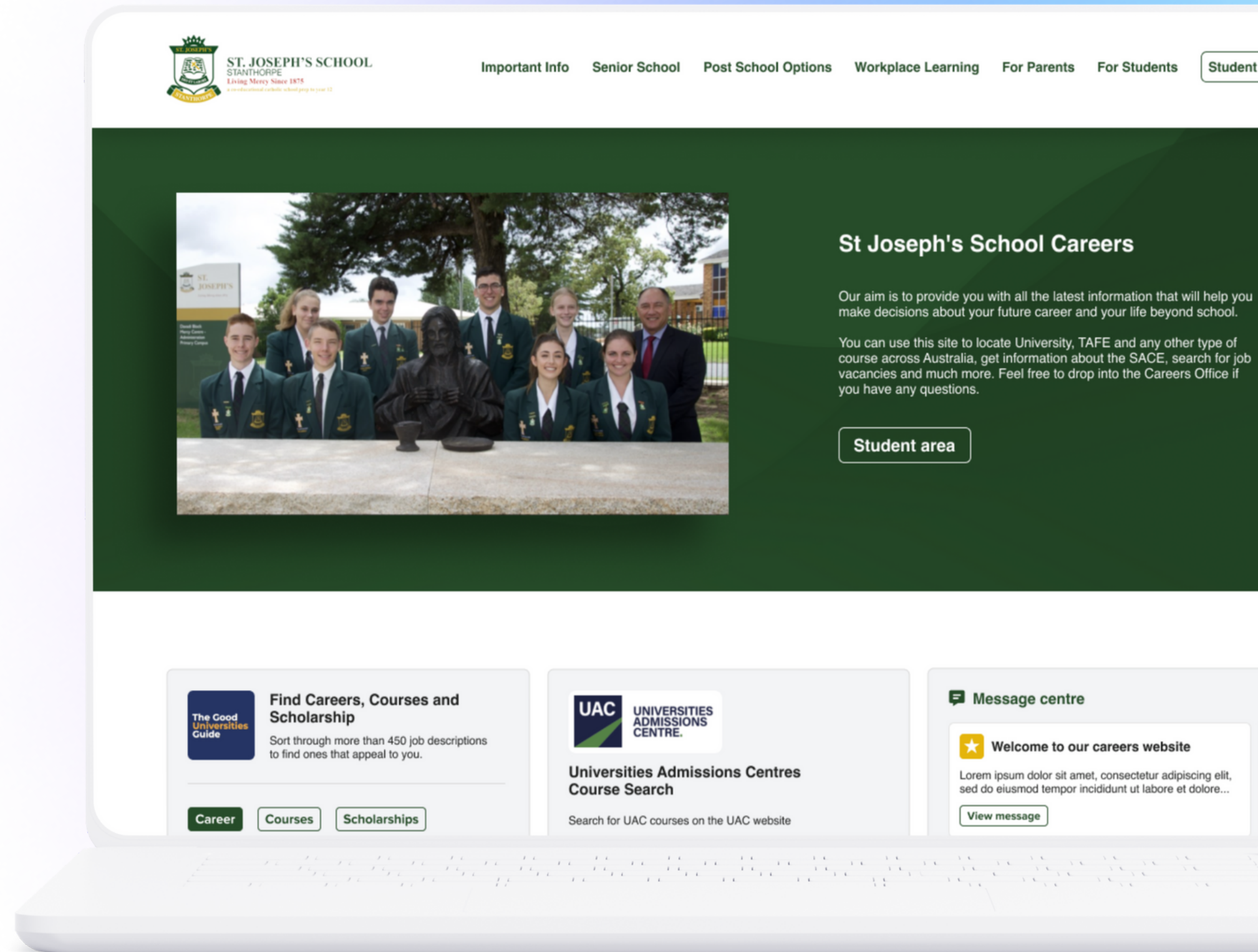


## Custom School Careers Website

# Engage students, colleagues and parents with up-to-date career info

**Simplify access** to important career-related information with your own **school careers website**. **Reach the wider school community more efficiently** with state-specific **information and resources** updated and curated by Career Tools.

**Customise** your **homepage, videos, and widgets** effortlessly to fit your school needs.





90%

Career Tools **reduces** career education program management and delivery by an average of **90%**.

|                     | With Career Tools                                                                                                                   | Without Career Tools                                                                                                                 |
|---------------------|-------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| Teacher Secure Area | <div>✓</div> <div>Automated tasks, organising appointments, staff resourcing, reporting</div> <div>6 Hours Per Year</div>           | <div>✗</div> <div>Automated tasks, organising appointments, staff resourcing, reporting</div> <div>80 Hours Per Year</div>           |
| Careers Website     | <div>✓</div> <div>Automated tasks, creating email lists, distributing information</div> <div>3 Hours Per Year</div>                 | <div>✗</div> <div>Automated tasks, creating email lists, distributing information</div> <div>56 Hours Per Year</div>                 |
| Career Lessons      | <div>✓</div> <div>Automated tasks, developing lessons, staff resourcing, reporting and reviewing</div> <div>22 Hours Per Year</div> | <div>✗</div> <div>Automated tasks, developing lessons, staff resourcing, reporting and reviewing</div> <div>150 Hours Per Year</div> |



# Be confident that your data is safe and secure while you create successful futures

Career Tools is **ISO27001 compliant**, one of the most rigorous and **highly regarded cyber security standards** in the world. We take data safety and cyber security seriously so that you can have peace of mind.

TRUSTED BY



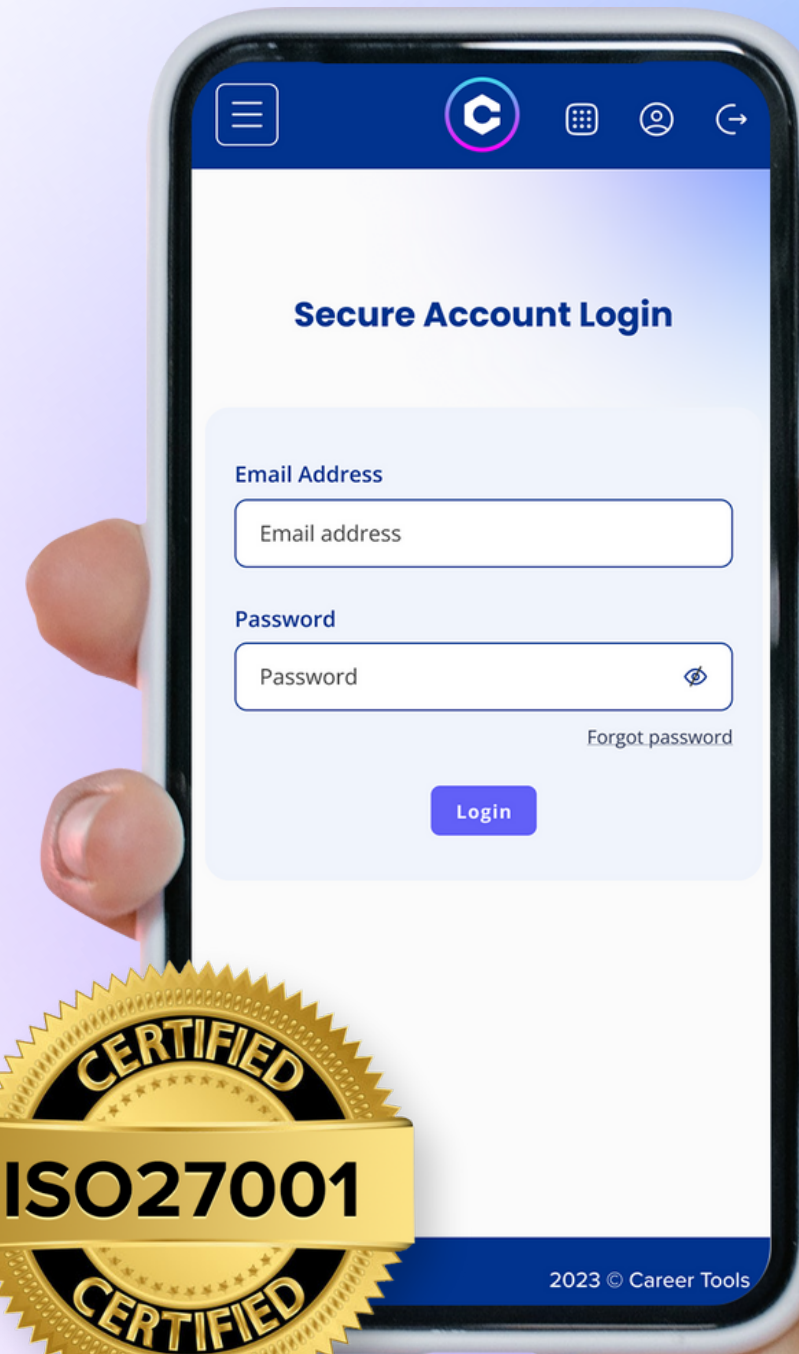
400,000+  
Students



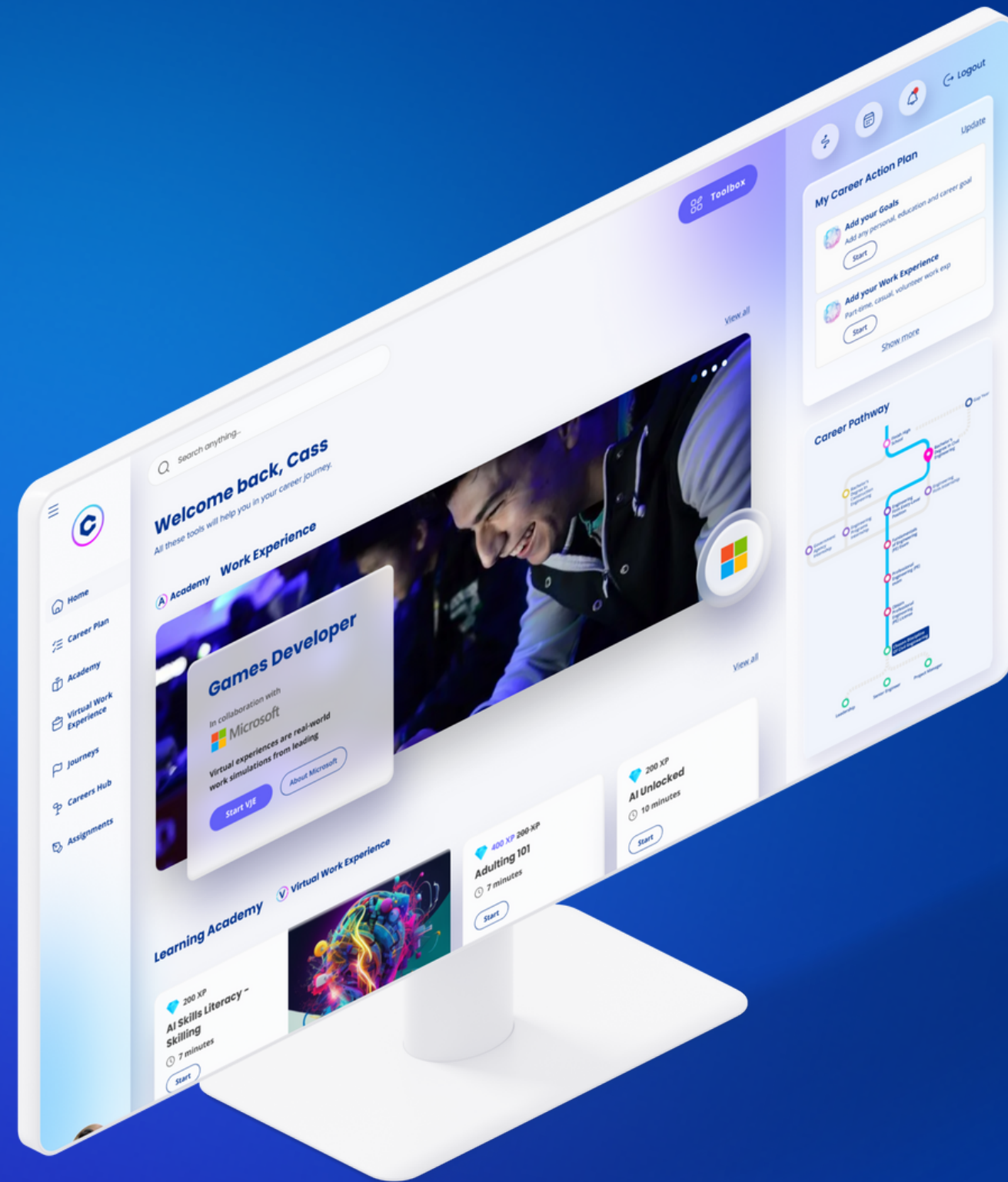
1,200+  
Schools



8,000+  
Teachers



2023 © Career Tools



We're always developing new tools to help you create confident successful students.

**Take a peak at what's coming soon »**

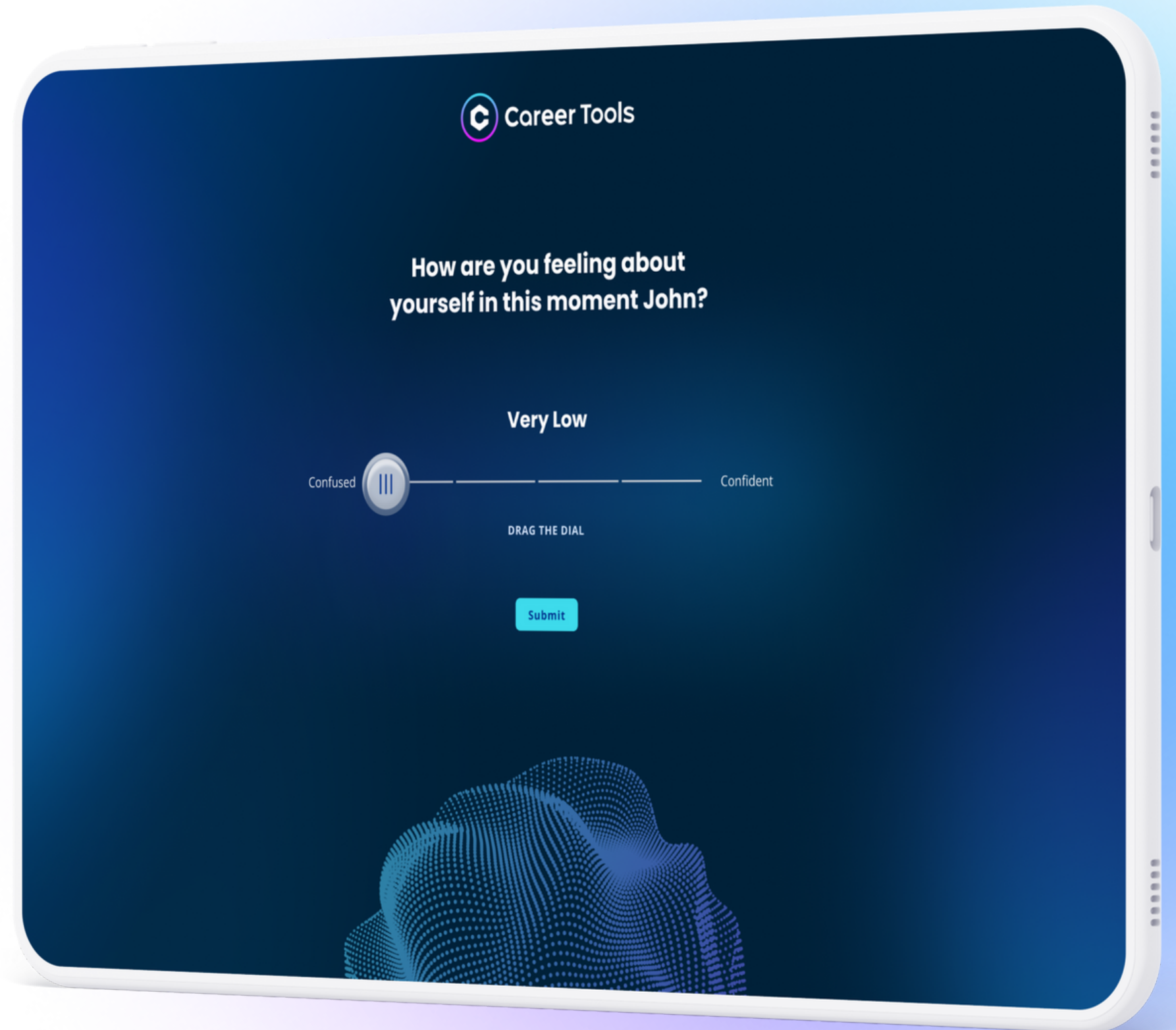
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## Inspire brighter futures with market-leading student planning tools

Effective career education and a well-crafted career plan **instil students with confidence and purpose**. Career Tools suite of career planning, investigation and assessment tools help students to navigate their journey with clarity, make **informed decisions**, and approach the future with optimism, ready to turn their aspirations into reality.

**Reduce anxiety** by providing students with the tools to prepare for the future.





# Automate the entire work experience management process

Fully **automated signature approval process** from student to parent, to host employer and back.

- Clear tracking of student paperwork progress
- Builds employer database to leverage future work experience opportunities
- Save time for all parties involved
- Built in compliance for each state, including additional industry based forms

## Student Placement Record



- ✓ Student Information
- ✓ School details
- ✓ Parent details
- ✓ Host employer details

### Work Experience Progress

Document Type

Status

All

All

[Reset to Default](#)

Document Name

Status

You

Student Placement Record

In Progress

✓

For livestock (Q Fever Fact Sheet)

In Progress

✓

For horses (SafeWork NSW Code of Practice)

In Progress

○

For farm vehicles (Accredited training course)

Completed

✓

Accommodation away from home form

Not Started

○

[View](#)

[View Certificate](#)

## Angus Butchers

02/08/2023 - 31/10/2023

- All documents submitted
- Thank you email



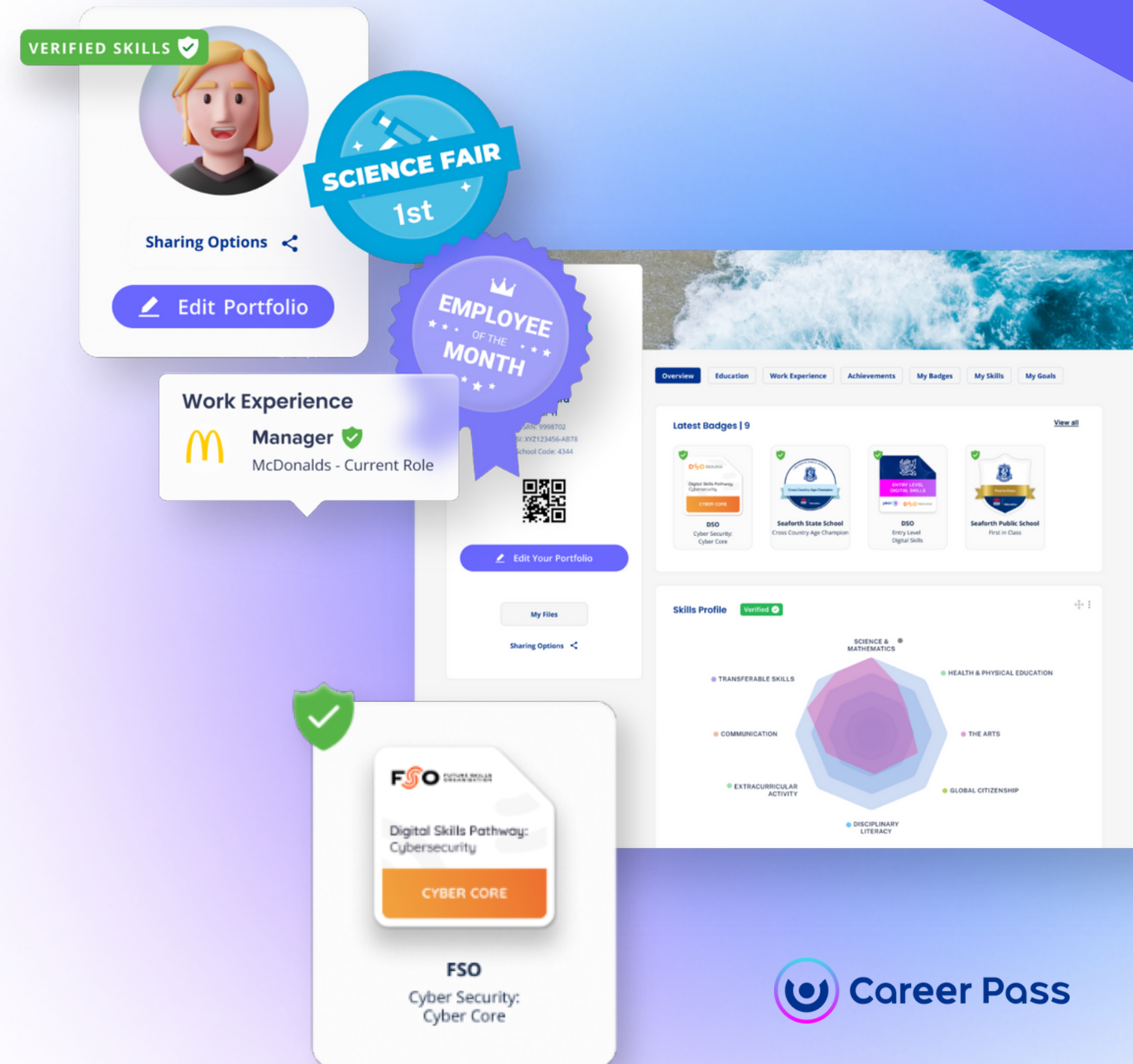
Career Pass

# Provide your students with the ticket to life-long learning

A holistic, **portable** and **verifiable** digital **record** of a student's **skills**, **abilities** and **achievements**.

- Issue verified credentials to highlight students' achievements and skills
- Build student confidence and encourage lifelong learning
- Backed by a central skills repository
- Connect students with industry, employers and educational institutions

Coming Soon



 Career Pass



Demo

# Website Communications

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- Message board
- Newsfeed
- Job Vacancies & Opportunities
- Careers Newsletter
- Customising Widgets
- Custom Web Page





## Message board

- Allows you to post notices to your website.
- Displayed on the Message Board webpage (under the "Important Information" menu).
- Can be chosen as a widget.
- Messages can have an expiry date.
- Essentials - Basic editor
- Premium - Advanced editor

## Edit message

Message title

White Card Course 23/11/23

Message content

**B** *i* U **Tt**          

If you are interested in completing this course, collect the enrolment forms at the careers office during lunch times. Accepting students from Years 9-12.

**Deadline to enrol and pay: 6/11/23**

Start date

18/10/2023

End date

06/11/2023

**Save**

### Message Board

#### White Card Course 23/11/23

If you are interested in completing this course, collect the enrolment forms at the careers office during lunch times. Accepting students from Years 9-12.

**Deadline to enrol and pay:** 6/11/23

[Read Message](#)

#### Year 10 Careers Expo

Year 10 students are invited to attend the annual expo being held at the show ground on Tuesday 24th October. Permission forms and \$5 due back to the front office by Friday 20th October.

[Read Message](#)



- Allows you to post messages/news/articles to your website.
- Displayed on the Newsfeed webpage (under both the "For Parents" and "For Students" menus).
- Can be chosen as a widget.
- Students and Parents can subscribe to the Newsfeed email list, so anytime you post something it will email this information.

The image is a collage of four screenshots from a website called 'Newsfeed'.

- Top Left Screenshot:** Shows the 'Newsfeed' header with a question mark icon. Below it is a toggle switch labeled 'Show newsfeed menu item on school website'. A paragraph explains: 'This is a little bit like a Facebook newsfeed - a list type view of information that you post on your website. You can add as many newsfeed articles/items as you like and they will remain here until you delete them.' Below this is a button labeled 'Add newsfeed item'.
- Top Right Screenshot:** Shows a table with two columns: 'Title' and 'Date posted'. The first row has 'White Card Course' and '18/10/2023'. The second row has 'TAFE YES+'. There are menu icons (three horizontal lines) to the left of each title and a three-dot menu icon to the right of the first row.
- Bottom Left Screenshot:** Shows a 'Subscribe to our Newsfeed' section. It includes a document icon, the title 'Subscribe to our Newsfeed', and a description: 'Enter your details below to subscribe to our school newsfeed. Filled with important career information.' There are input fields for 'First name' and 'Email address', and a 'Subscribe' button.
- Bottom Right Screenshot:** Shows the 'Edit newsfeed item' form. It has a 'Title' field with 'TAFE YES+' and a 'Content' field with a rich text editor. The editor contains the text: 'TAFE YES+ opportunities are coming up next term. Students who are 15+ will have the option of participating in one of the following 'taster' courses at TAFE for one day per week;' followed by a bulleted list: 'Automotive', 'Music', 'Nursing', and 'Robotics'. Below the list is the text: 'Please register your interest with the careers office.' At the bottom is a video player showing a small robot on a table.



# Job Vacancies & Opportunities



- Allows you to post to a jobs board on your website.
- Displayed on the Job Vacancies and Opportunities webpage (under the Workplace Learning menu).
- Choose from 11 tags to identify the type of opportunity.
- Input contact details of teacher or employer.
- Opportunities can have an expiry date.

[Website Communication](#) » [Current Opportunities](#) » Add opportunity

## Add new opportunity

Type of opportunity

General  
Casual/Part Time  
Full Time  
Traineeship/Apprenticeship  
Ongoing Placement  
Work Experience  
Work Placement  
Gap Year  
Competition  
Indigenous  
Other (please describe)

## Vacancies & Opportunities

Workplace Learning » Vacancies & Opportu

Listed below are available vacancies and opportunities. These might be for full time or part time/casual work, apprenticeships, Work Experience opportunities and more. You can search all these to find exactly what you might be looking for.

**Please note,** I have been provided with information about a job that is on offer and I am sharing this with students and families. As with all such offers, it is important that students and parents undertake their own due diligence to ensure that the workplace is safe.

Traineeship/Apprenticeship

Work Experience

2 opportunities found matching applied filters

Click any of the opportunities below to see full details on the right hand side.

AIE

Work Experience

Industry: Information Technology

No. of Days per Week: 5

Duration: 1 week

AIE

Industry: Information Technology

Type of Opportunity: Work Experience

Town/Suburb: Sydney

Start Date: Negotiable

No. of Days per Week: 5

Duration: 1 week

Website: <https://aie.edu.au/student-information/work-experience/>



# Careers Newsletter

## Newsletters (two types)

- Bi-Termly (anyone can subscribe to from careers website, or can be found in teacher resource section).
- Weekly (premium subscribers can find in resource section).

Here are a few things you should know about newsletters:

- Newsletters are provided as a pdf but also as a word doc.
- Your school community can subscribe to the bi-termly newsletter via the "Careers Newsletter Signup" under the "Important Information" tab on your website.
- You can upload newsletters to your website which appear under the "School Careers Newsletters" page in the "Important Information" menu.

Website Communication » Newsletters

### Newsletters ?

You can add new Newsletters below. These newsletters will be displayed on the "School Careers Newsletters" page under the "Important Information" menu of your website.

Add newsletter

| Title                                               | Date posted | Type              | Download                 |   |
|-----------------------------------------------------|-------------|-------------------|--------------------------|---|
| == Careers Corner Weekly - Oct9 Preferences         | 18/10/2023  | Uploaded document | <a href="#">Download</a> | ⋮ |
| == Careers Corner Weekly - Oct2 Creative Careers    | 18/10/2023  | Uploaded document | <a href="#">Download</a> | ⋮ |
| == Careers Corner Weekly - Sep25 Exams              | 18/10/2023  | Uploaded document | <a href="#">Download</a> | ⋮ |
| == Careers Corner Weekly - Sept18 Lifelong Learning | 18/10/2023  | Uploaded document | <a href="#">Download</a> | ⋮ |
| == Careers Corner Weekly - Sept11 Embracing Change  | 18/10/2023  | Uploaded document | <a href="#">Download</a> | ⋮ |

Careers Newsletter Signup

**Subscribe to the Career Tools Newsletter**

Enter your details below to subscribe to the Career Tools Bi-Termly Newsletter, filled with a variety of useful and informative career related information.

First name

Email address

Subscribe



# Customising Widgets

- A widget is a built-in application to your website.
- You have positions for three widgets at the bottom of the home page on your school careers website.
- There are many to choose from, whether it be your social media accounts, your message board or a course finder.

### Widget settings ?

#### Choose widgets to display on your home page

Widgets are easy to use links students can use to access course searches, careers and more.

#### Left widget

Add a widget

#### Center widget

 **Subscribe to our newsletter**

Enter your details below to subscribe to our monthly craeers newsletter. filled with important career information.

Subscribe

Remove

#### Right widget

 **Calendar**

Events for the next 14 days:

21 January 2022

Taronga Zoo - Meet the keeper

26 January 2022

Endeavour College Webinars

4 February 2022

Gingerbrad Factory Tour

10 February 2022

Career Goals Webinar

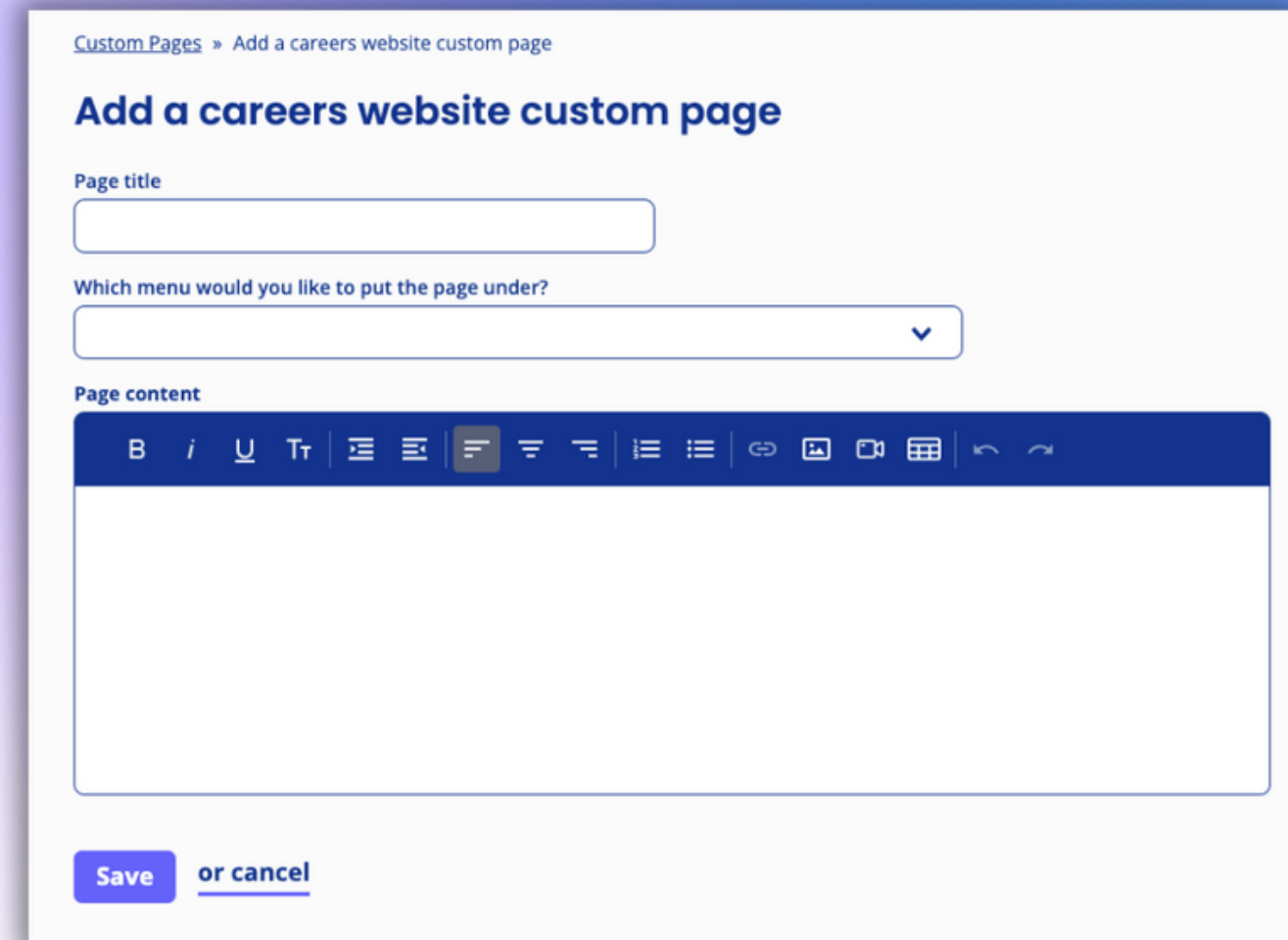
4 February 2022

Inside Careers Expo

View full calendar of events



- Add a custom page to your site's navigation including the page title, the content you wish to display and the menu you would like it to sit under.
- Essentials - 3 Custom pages
- Premium - Unlimited





# We're here to help

Email [here4you@careertools.com.au](mailto:here4you@careertools.com.au)

[www.careertools.com.au](http://www.careertools.com.au)