

Fledglink App

How to guide



@fledglinkapp

The purpose of this guide



1. To guide you and your students step-by-step in building a Fledglink profile and getting the most out of the Fledglink app
2. To provide you with activities that you can do in a classroom or virtual setting. Each activity will say whether it can be delivered:



Whole class



Small group (approx. 10pp)



1:1 session

3. Ongoing activities to encourage students to benefit from Fledglink

The Sections



1. Download & Register
2. Fledglink app in 5 parts
3. My digital C.V.
4. Networking for good
5. Personalise your careers advice
6. Discover more about yourself and your world
7. Jobs, companies & events

Fledglink's ambition

Our vision:

That every young person, whatever their starting point, will be able to achieve their maximum career potential.



Our mission:

To help 15-19 year olds better understand themselves and world of work, so they can make informed and confident decisions about what to do after education.

1: Download & Register



1: Download & Register



Getting started!

You can download the Fledglink app straight to your mobile or tablet via the **App Store** or **Google store!**

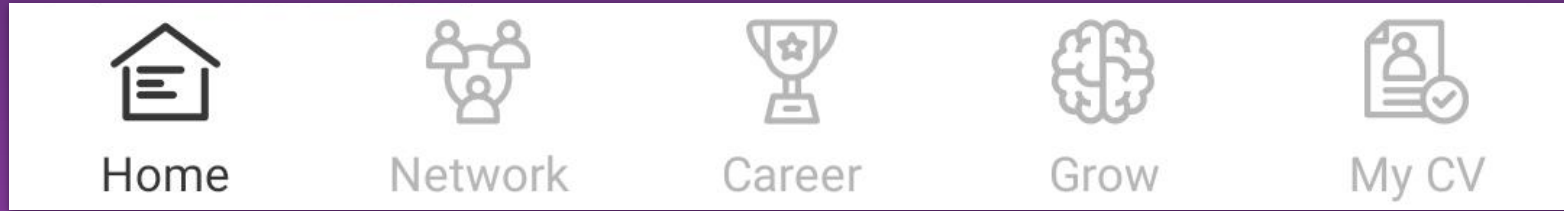
Alternatively, you can download by visiting the Fledglink website.

1. Enter your **Full Name**, **Email** and create a unique **Password** to you.
2. You must be over the age of **13** and agree to our T&Cs to register.

<https://fledglink.com/>



2: Fledglink App in 5 parts



The Fledglink app is split into 5 main sections.

Home: get up to date, authentic careers advice. Turn channels on and off based on interests

Network: add connections and discover what your peers think are your top strengths and qualities

Career: explore company profiles and decide if they're right for you, apply for jobs and attend events

Grow: discover more about yourself through quizzes and games

My CV: create a digital C.V. you can be proud of. Get matched to jobs, experiences and events too!

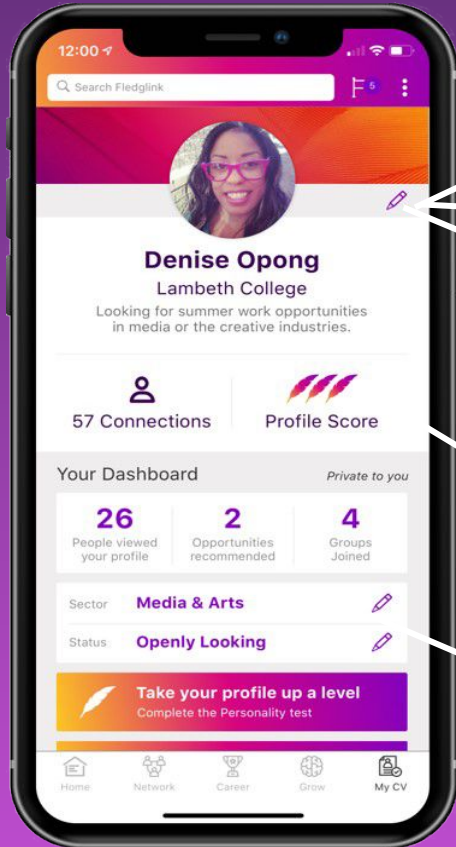
3: Creating your digital C.V.



3: My Digital C.V.



Setting you up for success



- 1) **Upload a professional photo** for your **profile** (tip: go for a plain background and smile if possible!)
- 2) **Amend your name** if required (**tip**: use your actual full name not a 'profile' name) and **Location** nearest big town or London Borough)
- 3) **Add a Headline:** This is one sentence that describes you or what you are interested in e.g.

'Creative and ambitious 'A' level student looking for experience in writing and journalism'

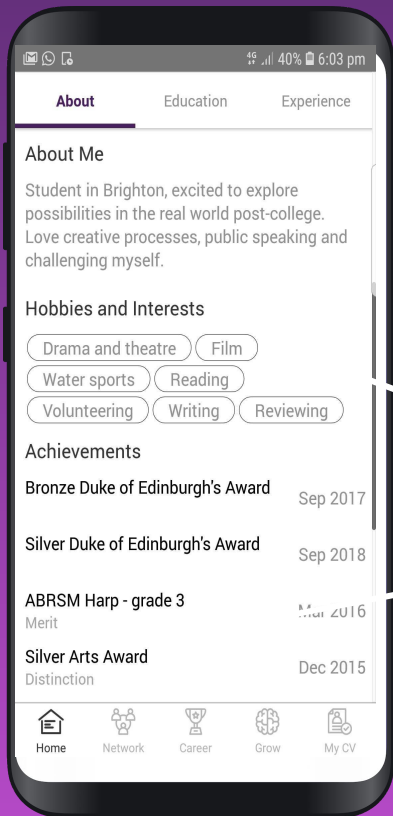
- 4) **Profile score:** The more of your profile you complete and activities you do within the app, the higher your profile score. The higher your profile score, the more chance of getting matched to jobs, content, events and more!

- 5) **Tailor your interests:** input preferences around sector/s, company/s, job type/s, job interest/s and job hunt status – Fledglink can send you relevant information based on these preference



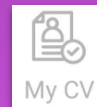
My CV

3: My Digital C.V.



About you, hobbies, interests and achievements

- 1) **About you:** free text option to give you the opportunity to present your best self to employers! Let them know more about you, what you are interested in and why and your aspirations for the future if you have any (but it's OK if you don't!)
- 2) **Hobbies and interests** to let employers know what you enjoy doing as your passion could become your career!
- 3) List your **achievements** to date. DofE, coding award, winner of a short story competition? Add them all in here!

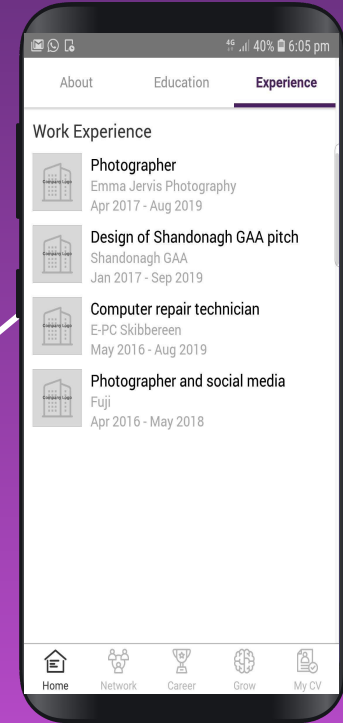
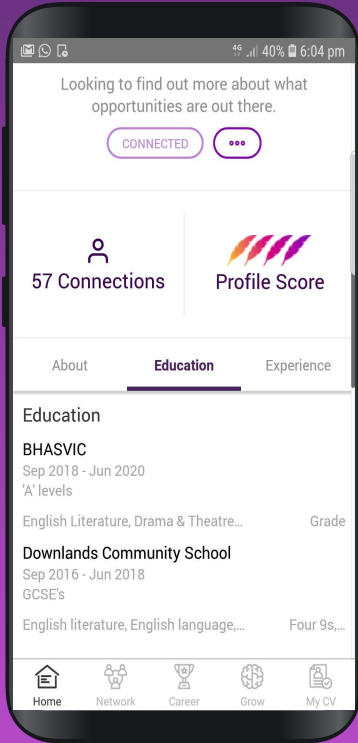


3: My Digital C.V.



Education & Work Experience

- 1) **Education:** complete the education tab with any results you have had so far or predicted grades and when you received/are due to receive them.
- 2) **Experience:** document any work experience you have had whether one day volunteering, a week's work experience or part-time work. It all adds up for an employer! Use the **Summary** section to demonstrate what you had to do, the skills and knowledge you gained and what you learnt about yourself.



Activity: Create your C.V.



- 1) Upload your picture, location and headline **(5 mins)**
- 2) Set up your dashboard with your interests **(2 mins)**
- 3) Complete about me, hobbies and achievements section **(15 mins)**
- 4) Complete education section. Include any extra curricular training too! **(5 mins)**
- 5) Document your any work or skills building experience in the 'Experience' section **(10 mins)**



Complete the work experience section of the digital C.V. during or after your work experience week in school!



Continue to update your Digital C.V. as and when you learn new skills, get more results, find new hobbies and gain more experience!



Keep your Fledglink app notifications turned on because Fledglink will send you a push notification to you know when new jobs and events are live !



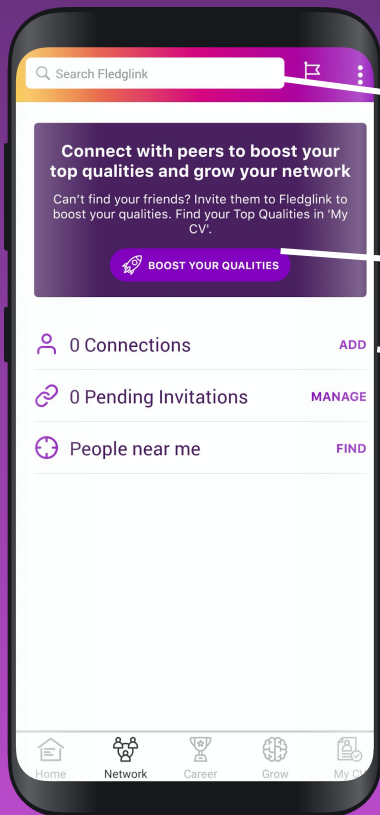
My CV

4: Networking for good

“Surround yourself with people who are going to lift you higher” – Oprah Winfrey



4: Networking for good

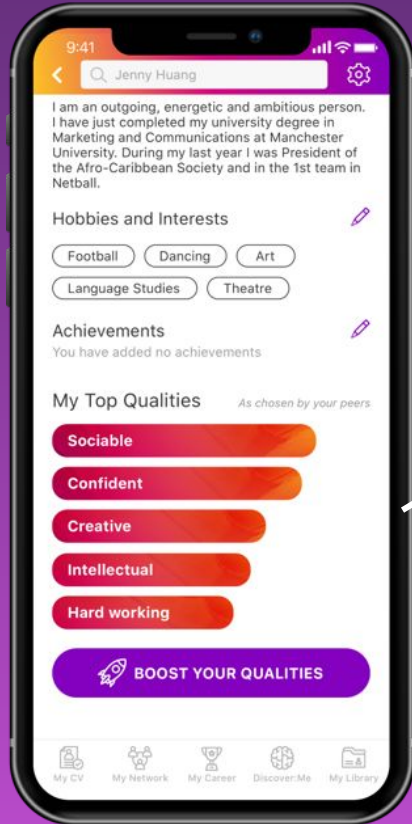


How to find and connect with people

- 1) **Search:** use the Search bar to find connections in the Fledglink community
- 2) **Boost your qualities:** invite people to join the community or search the network. **Get feedback on your strengths**
- 3) Add **new connections** to expand your network
- 4) **Accept** or **decline** new connection requests via the **manage** button
- 5) **Geo-location:** find connections near to you by clicking the **find** button and turning geo-location on



4: Networking for good



Build your unique strengths profile


- 1) View your **Top Qualities** as chosen by your connections in your digital C.V.
- 2) **Boost** your qualities by adding new connections



Network

Activity: Build your community



- 1) Independently write down up to **10 personal qualities and strengths** (e.g. hard-working, cheerful, creative, musical) **(2 mins)**
- 2) Head to the  tab and **'find'** button. Turn on your **geo-location** (or use the search bar for people's names)
- 3) Connect with **at least 4 people** in the class or group who you know well. When connecting, select 5 top qualities and strengths from the list which best describes them. **IMPORTANT!** Spend time deciding. This will help your friend get matched to better jobs and opportunities for them. **(15 mins)**
- 4) Once connected, look back at your own digital C.V. What have your community said about you? How does this compare with your own views in step 1? **(5 mins)**
- 5) **Additional activity:** Interview simulation! Come up with examples of when you have demonstrated the qualities and strengths on your profile and work in pairs to interview each other at speed! **(15 mins prep. 30 sec per strength/quality interview question)**

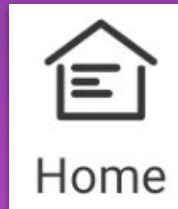


Continue to build your network and validating your qualities profile. You can also share jobs with friends!

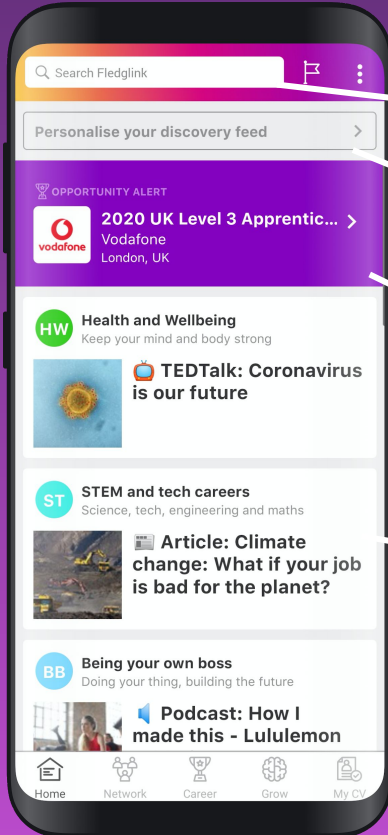


Network

5: Personalise your careers advice



5: Personalise your careers advice



Tailored, meaningful content

- 1) Easily locate certain content using the **search feature** to locate the most engaging, impactful blogs and articles
- 2) **Personalise** the Discovery feed to only see content that matters to you
- 3) **Job alerts** relevant to you will be found at the top of your discovery feed. Click in to them to **find out more** and **apply**
- 4) Explore further **content** and **articles** by scrolling up and down your tailored feed



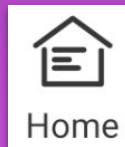
Activity: Explore the feed



- 1) Personalise your feed by turning the channels on and off. If you like the sound of all the channels keep them turned on! **(2 mins)**
- 2) Read 📰 watch 📺 or listen 🔊 to an item on the discovery feed **(5-10 mins)**
- 3) In small groups, discuss the content you chose:
 - Why did you choose that feature?
 - What was a summary of the content?
 - What did you learn? Does it make you think differently about anything?
 - How does it make you feel as a result?

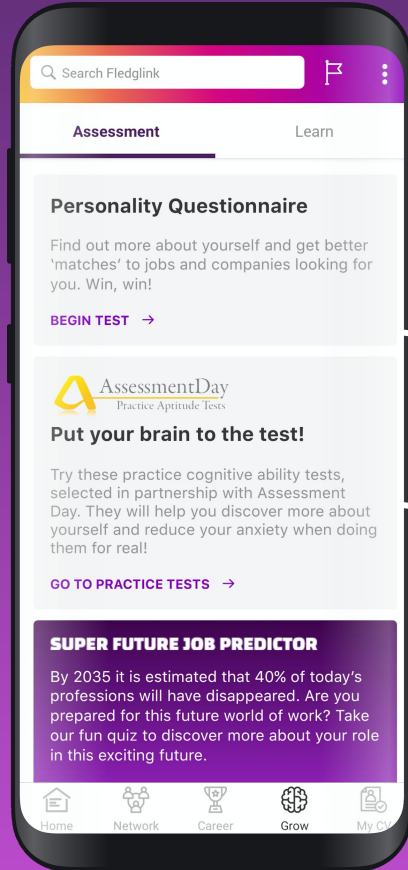


Keep your Fledglink app notifications turned on because Fledglink will send you a push notification to let you know when new content is live in your feed!



6: Discover more about yourself and your world





Self-Discovery

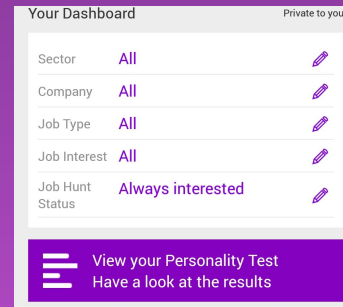
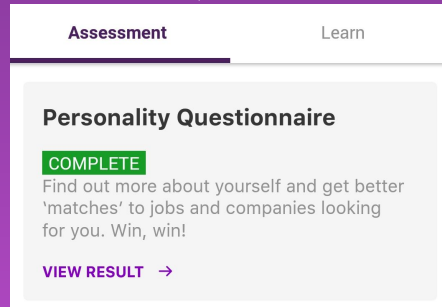
- 1) The Grow section is split between interactive **assessments** and informative **blogs and articles** written by the Fledglink community for the community
- 2) Complete the personality questionnaire and get a personalised report within the app!
- 3) If you're going for an apprenticeship job, you can practice the test that you might be asked to complete here
- 4) **Super Future Job Predictor** provides an indication of the sort of **industry** and **role** a student might venture in to in years to come based on their interests now



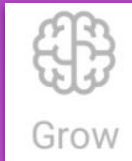
Activity: My personality



- 1) Before the activity, make sure you have completed the personality questionnaire within the app (**tip:** make sure you have good wifi and complete the quiz in one sitting. Work quickly through the your answers and don't spend too long thinking about them. **You can only put one answer in each column** for each set of questions (**25 mins**))
- 2) Once completed after a couple of minutes, your results can be accessed through your **digital C.V.** or the personality tile in **'Grow'**.



- 3) Use the accompanying worksheet **'Exploring my personality'** and work through the activities



Activity: What's my job in 15 years?



Play the Super Future Job Predictor
and find out!

<https://fledglink.com/superfuturejobpredictor/>

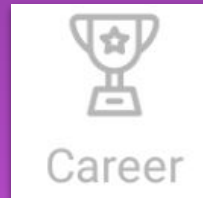
In 2035 its estimated that 40% of professions that
exist now will have disappeared!

Find out what your future job might be and the skills
and qualities needed to do that job



Grow

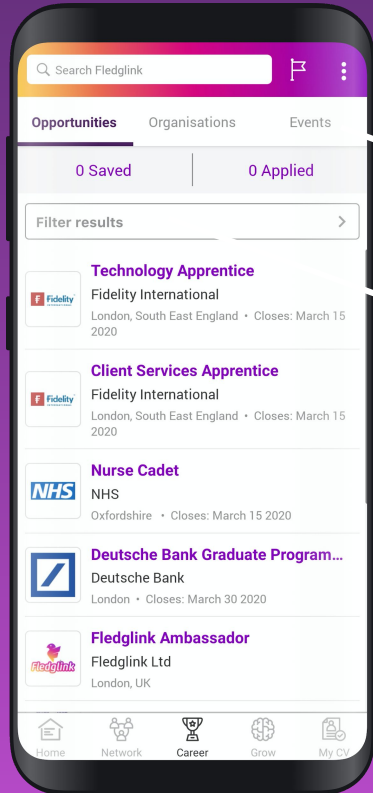
7: Jobs, companies & events



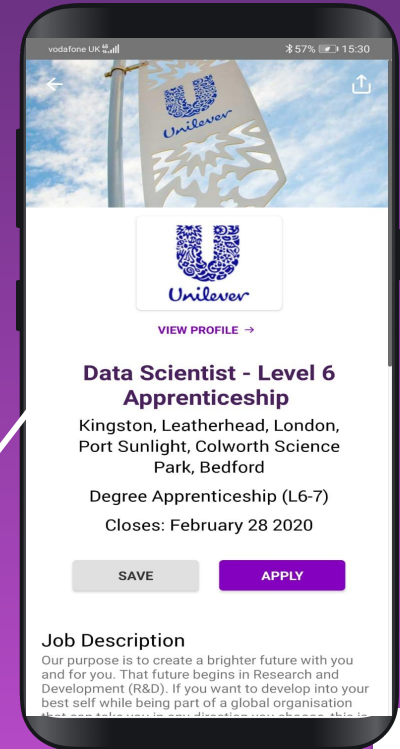
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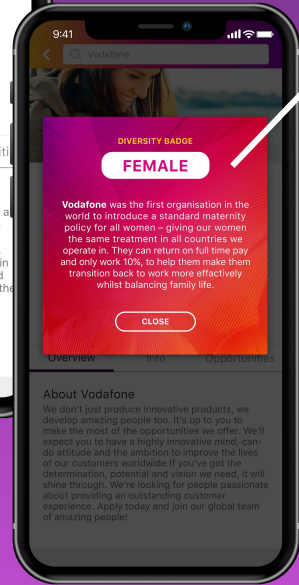
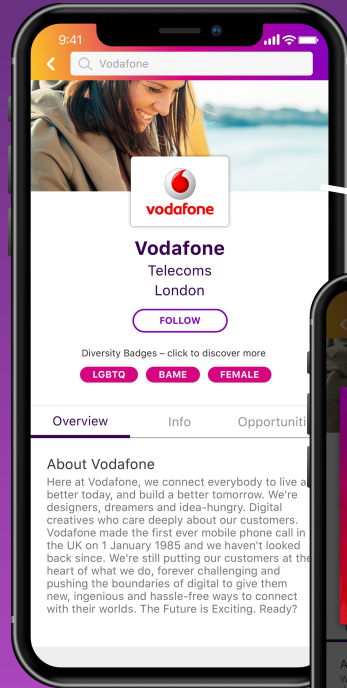
Jobs



- 1) Toggle between **opportunities, organisations** and **events**
- 2) **Filter job results based on location, job type, business size** and many more!
- 3) **Scroll** through the list to find the right opportunity for you
- 4) Find out more about a specific job and the company in general
- 5) Press **Apply** to discover more and apply for jobs directly through the app

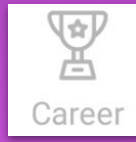
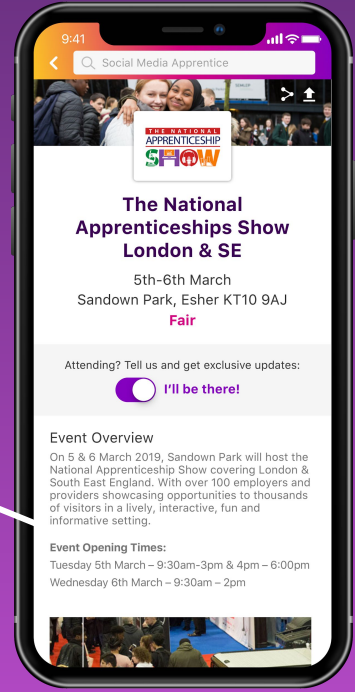


7: Job, companies & events



Companies & Events

- 1) Discover employer **profiles** and view their **Diversity & Inclusion badges**
- 2) Find exciting **events** focused around **careers and growth**



Activity: Discover your 'fit'



Exploring whether a company is right for you

- 1) Choose or search for a company profile that is of interest to you. Read the content, looking at their videos and reading any relevant diversity badges to give you a better idea of what they do. **(10 mins)**
- 2) Look at the company values and behaviours alongside your own qualities profile on your C.V. from peers and your personality results if you have them. How well do they align? What do you like about the company? What do you dislike or what other questions might you want to know about them? Where could you find this information out? **(10 mins)**

Exploring whether a job is right for you

- 1) You can filter jobs based on many things including the type of work (e.g. apprenticeship levels, graduate jobs, internships, volunteering), business type (e.g. fast growing, global, doing good) and even filter based on diversity badges! ***TIP*** Keep your search **as broad as you can** to start with (e.g. all apprenticeships, volunteering and work experience) so as not to miss good opportunities. **(2 mins)**
- 2) Choose a job that looks interesting. Read the job activities, skills and behaviours they want. Use your insights gained from the 360-feedback and personality output if you have them to think about how your strengths and qualities can help you achieve the job demands. And don't forget all the valuable skills you have learnt along the way through education and extracurricular activities. Use all this to write down examples of when you have demonstrated what they are looking for. The more examples you have, the better! **(20 mins)**



If you're ready to take the next step and want to find out more on any roles then hit 'Apply'!

“The only person you are destined to become is the person you decide to be”
- Emerson

★ Keep up the great work. Keep adding to your C.V. Keep connecting

★ Share the Fledglink app with friends to help them discover themselves, build confidence and make the right decisions for their futures

★ Follow **@fledglinkapp** on Instagram  and Twitter  for more advice, jobs and inspirational stories!