

Skills to Succeed









An Initiative of **Accenture**
Delivered by **ABCN**

Congratulations on completing an ABCN program.

If you would like to continue building your skills, we recommend the *Skills to Succeed Academy* - an online tool you can use at school or at home.

The *Skills to Succeed Academy* is a free, online learning program that aims to build crucial skills and confidence of students in Years 9-12 to prepare them for the world of work.

The program features:

-  **realistic characters and scenarios**
-  **gamification**
-  **role-based simulations**
-  **videos**
-  **quizzes**
-  **and other interactive exercises.**

You are actively involved in decision-based learning, receiving instant feedback from characters and an online coach voiced by an experienced employability advisor.

The academy allows you to access downloadable exercises and helpful videos of employers, advisors and other young people who have been successful.



The *Skills to Succeed Academy* consists of three courses made up of 36 modules, each taking between 20-40 minutes to complete. You can use the academy as a self-learning tool and either work through each course of modules in numerical order or access them on their own. This will depend on what you want to learn.

We have listed our top 10 modules below to help you get started.



COURSE 1 - YOU AND YOUR CAREER

Module 4	What Makes You Tick?	Understand why it's important to know yourself when making choices about your career and different motivations for working.
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COURSE 2 - GETTING A JOB

Module 5	Identify Your Skills	Pick out the skills from your life experiences and understand how they can be transferable skills to be used in your job search.
Module 6	Create Your CV	Understand what a CV or Resumé is, and the different layouts and information for each section. Use different techniques to describe your experiences, skills and achievements.
Module 10	Test Drive the CAR Technique	Define what CAR and STAR stands for and how to use this technique to structure your communications and interview answers.
Module 11	The Selection Process	Understand that employers follow a candidate selection process and that you may have to go through a range of activities during this process.
Module 15	A Better Cover Letter	Explain what a Cover Letter is and what to include in one.
Module 18	Ace Your Interview	Prepare for common interview questions, understand the importance of good body language and how you should prepare questions to ask in the interview.

COURSE 3 - SUCCESS IN WORK

Module 1	The Night Before	Prepare for your first day at work.
Module 5	Finding Your Feet	Understand what might happen in your first few days at work, why first impressions count and identify ways to be successful in your first few weeks at work with being professional.
Module 6	Getting to Know You	Understand why it's good to get on with people and build good relationships at work, and understand how to address any issues in the workplace.

To register and access the *Skills to Succeed Academy*, please log on to the website:
www.s2sacademy.com.au (compatible only with Google Chrome).

Student Access Code: **03ABab**