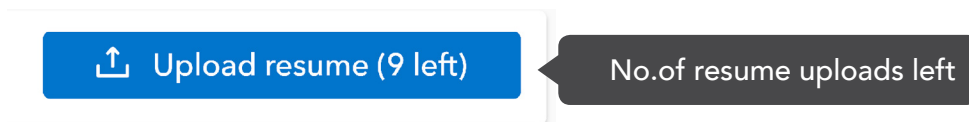# VMock Resume Platform

How-to Guide

GETTING STARTED

- Sign up on www.vmock.com/oregonstate
- Click on Upload Resume and select a PDF version after the file explorer launches.

  (Note: If you don't have a resume, go to See Template -> Download Template -> Update and save as .pdf)

- Once selected, the resume review process is initiated.

⬆ Upload resume (9 left) ◀ No.of resume uploads left

(Note: Each student gets 10 number of resume uploads per year.)

UNDERSTANDING VMOCK SCORING AND FEEDBACK

VMOCK RESUME SCORE

What is VMock Resume Score?
Provided on a scale of 0-100, VMock Resume Score is computed based on 3 core modules.
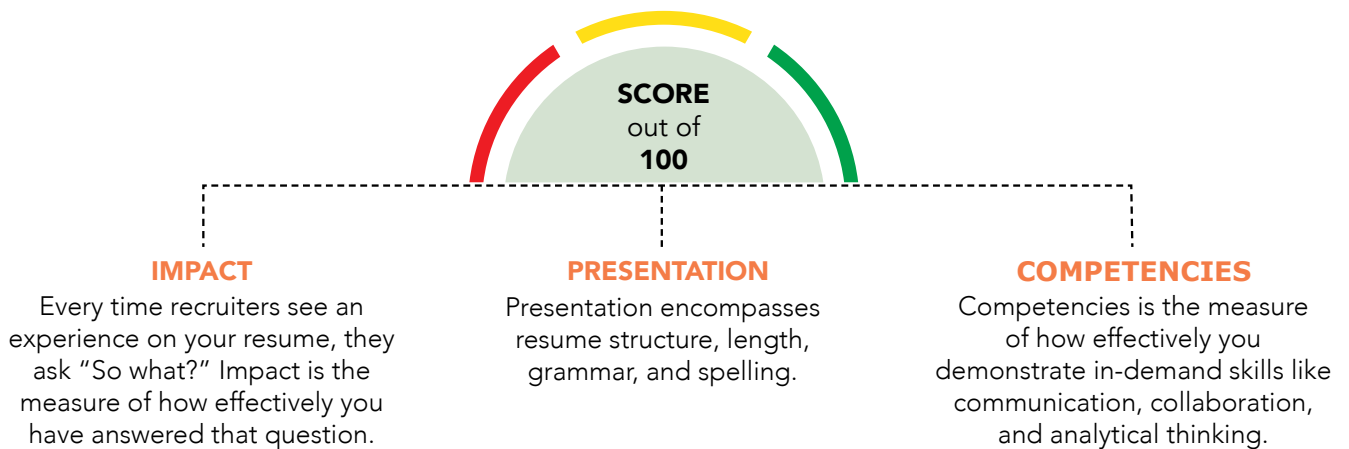It appears automatically in your Student Dashboard after completion of the review process.

What does the score mean for you?
It indicates the level of danger your resume currently stands in and can belong to either Red, Yellow or Green zone.
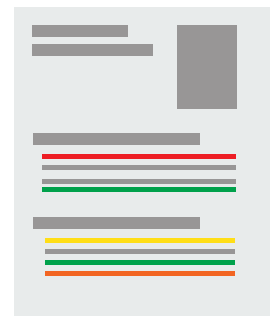
Green Zone : Great going! But there could still be room for improvement. Review the feedback and ensure that you have done your best.

Yellow Zone : You are on the right track and with some focused effort you can get into the green zone. Follow the feedback and improve your score.

Red Zone : Pay attention to the feedback and specific examples particularly relevant to your situation.

Your goal: Incorporate VMock feedback to reach the green zone!

VMOCK SYSTEM LEVEL FEEDBACK

System Feedback has three main modules: impact, presentation and competencies.

SCORE
out of
100

IMPACT
Every time recruiters see an experience on your resume, they ask "So what?" Impact is the measure of how effectively you have answered that question.

PRESENTATION
Presentation encompasses resume structure, length, grammar, and spelling.

COMPETENCIES
Competencies is the measure of how effectively you demonstrate in-demand skills like communication, collaboration, and analytical thinking.

- Click the blue **View feedback** button to review the feedback.
- Next, click the blue **See Detailed Feedback** button to navigate to System Feedback.
- You may navigate between each module by clicking on its name, below **Your Resume Score**.
- Each main module is comprised of core elements. Scroll down and click through each core element to view corresponding feedback highlighted in your resume.

Within each core element, click **See Guidance** to view key insights and suggestions for improvement.

VMOCK TARGETED FEEDBACK

Targeted Feedback
It is generated by benchmarking the content on your resume against high scoring resumes of other Oregon State University students.
The core elements it's comprised of correspond to the sections in your resume.

For example

Suppose your resume includes three sections—education, related work experience, and languages— then Targeted Feedback will only have three core elements: education, related work experience, and languages.

▶ *Click Targeted Feedback, located at the top of the browser.*

Section Level Feedback
Feedback on content development and its placement on your resume.

For example

Suppose you list degree, major, and graduation year in the education section of your resume. VMock may recommend that you also include GPA, research projects, and coursework.

▶   *Click Categories you can include to view sample suggestions.*

Bullet Level Feedback
Section Level Feedback also includes bullet level feedback. Bullet level feedback evaluates bullet points on six parameters which are action-oriented, active voice, specifics, over-usage, filler words and bullet length to provide suggestions for improvement.

▶   *To review bullet level feedback, click any bullet point highlighted in blue.*

UPDATE YOUR RESUME

When you are finished reviewing VMock's detailed feedback, it's time to revise your resume by incorporating the feedback and customized suggestions.

Once you've completed your updates, re-upload your newly edited resume to view your increased score and suggestions for further improvement till you reach the green zone!