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# Access & Login

Go to <https://jiig-cal.com.au/>, click on LOGIN, then on Career Voyage for <your country>

This is the login screen for both Advisers & Clients/Students



New Client accounts: create their own accounts by clicking here & entering your Org ID (see also Adviser Mode).



# Adviser Login – initial screen

Adviser mode is quite different from the Client view (see later pages)

The top band in Adviser mode looks like this:



Set up the software according to your needs.

Manage your Client records

Set up and manage other Adviser accounts within your organisation

Org ID – important if you want self sign-up for Clients

[Configuration](#)[Client Accounts](#)[Manage Advisers](#)

CLIENT ACCOUNTS - (194 displayed)

Accounts Used: 193 Total Allowed: 400

Type text to Search

<input type="checkbox"/>	First Name	Last Name	YP/A	Level	Group	Stage	Status	Username	Password	Created Date	Last Access
<input type="checkbox"/>	bb	b						bobtest(17-3-17)	password	17/03/2017	17/03/2017
<input type="checkbox"/>	bb	b				IG	Msg	bobtest(19-5-16)	password	19/05/2016	19/05/2016
<input type="checkbox"/>	Bob	B				IG9		bobclient			20/02/2016
<input type="checkbox"/>	bb	b	YP	Five				bobtest(23-5-17)			05/01/2018
<input type="checkbox"/>	bb	b						bobtest2(23-5-17)			23/05/2017
<input type="checkbox"/>	bb	b				JS1	OK	bob-testMSG(12-5-16)			12/05/2016
<input type="checkbox"/>	bb	b	YP	Five		IG	Msg	test-StopALL(18-5-16)	password	18/05/2016	18/05/2016
<input type="checkbox"/>	bb	b	YP	Five		IG1	Msg	bobtest(4-9-16)	password	04/09/2016	04/09/2016

Click on any of these headings to sort, eg "Last Access": 1 click for chronological order, 2 for reverse.

Adviser Login

The Status column lets the Adviser know whether there are Client issues

A blank here means this Client hasn't completed the Interest Guide yet

Msg indicates that there is an Adviser COMMENT regarding this Client

OK means all checks are fine

[Temp Client List](#)[Import](#)[Change Group](#)[Report Centre](#)[Open Record](#)[Client List Report](#)[Export](#)[Check IG](#)[Delete Records](#)

CONFIGURATION - only to be used by a JIIG-CAL Accredited Career Adviser.

Adviser Options:

- After Interest Guide Stop ALL
- After Interest Guide Stop only clients with MSG
- Email Adviser when client finishes Interest Guide
- Hide Usernames and Passwords

Apply Changes

Organisation Message:

- Show Welcome Message

Edit Org. Message

Client Account Creation:

NOTE: In this section only, ie Client Account Creation, changes are applied to ALL Advisers in your organisation!

- Self Sign-Up Enabled

[More Info..](#)

Ergo illustration:

- Ergo Enabled

Enable Resumes section:

- Resumes Enabled

Client Account Type:

- Adult (A)
- Young People (YP)
- Ask Client to Choose

Interest Guide (IG) Profile Options:

- Use Original
- Use Adjusted (for response style)

Assist Clients along the way, OR let them go straight through.

Don't forget to Apply Changes. Otherwise your they aren't implemented!

Customise your own message which Clients will see as soon as they log in

Click for easy Client self sign-up. Then all they need is your Org ID. If there is a concern about possible unauthorised usage UNCHECK any time!

NOTE: changes you make apply throughout your Org

Adviser Login

CONFIGURATION - only to be used by a JIIG-CAL Accredited Career Adviser.

Educational Levels Option:

- Level 1 & 2
- Level 3
- Level 4
- Level 5

Do you have Clients at various educational levels, or just one?

Printing Options:

- Client Printing Enabled
- Cover Page for all Reports
- One Job Description Per Page



Your logo here (not ours 😊)

JOB IDEAS GENERATOR

Upload your Logo/Crest (.png or .jpeg). 250KB Size Limit.

Choose File No file chosen

Upload Org. Image

[Interest Guide](#)[Interest Profile](#)[Job Factors](#)[Job Suggestions](#)[Action Plan](#)[Resume Writing](#)[Reports Centre](#)

## INTEREST PROFILE ADVISER SCREEN

### Client Profile Summary

Order	Interest	D	N	L	L - D	Pref	Original Score	Original Bands	Adjusted Score	Adjusted Bands
First	Type 2	2	3	15	13	18	79	SL	-	-
Second	Type 5	0	9	11	11	14	72	L	-	-
Third	Type 4	0	13	7	7	11	63	L	-	-
Fourth	Type 1	3	10	7	4	9	57	N	-	-
Fifth	Type 3	6	5	9	3	6	52	N	-	-
Sixth	Type 6	2	16	2	0	2	43	N	-	-
<b>Total</b>		<b>13</b>	<b>56</b>	<b>51</b>	<b>38</b>	<b>60</b>				

Adviser Comment  
All checks okay

All system checks "OK", which is usually the case. When there is a message (a) it is only sent to Adviser, & (b) it will give specific details.

Allow the Client to go back over the Interest Guide items & make any changes

[IG Checked](#)[Adjust Profile](#)[Allow Review](#)[Change Level](#)[Use Original Bands](#)[Use Adjusted Bands](#)[Generate Report](#)[Return To Graph](#)

\* **Score/Band Guideline:**

**SD: 0-25, D: 26-42, N: 43-57, L: 58-74, SL: 75-100**

Indicates that this Client worked at Level 5 for Young People

One Level up or down and half the items need to be re-done. Two or more levels and the whole OIG needs to be done again.

Adviser overview of a Client's OIG

Adviser View of a Client's record

Interest Guide

Interest Profile

Job Factors

Job Suggestions

Action Plan

Resume Writing

Reports Centre

## JOB SUGGESTIONS ADVISER SCREEN

Response Totals: D : 15N : 24L : 20

Interest	
Type 2	SL
Type 4	L
Type 5	L
Type 6	N

Place	
Overseas	L
In several places	L
Indoors	L
Outdoors	L

Hours	
Normal hours	SL
Early mornings	N
Evenings	N
On call	N

Activity	
Being energetic	L
Travelling	L
Sitting	N
Driving around	N

Clothes	
Smart/tidy clothes	N
Protective clothes	N
Uniform	D

People	
With the public	L
In a group	L
On your own	N

Risks	
Accident	SL
Health hazards	SL

Equipment	
Hand/craft tools	N
Lab equipment	N
Office equipment	N
Machinery	N

Talents	
Writing	N
Dance	SD
Art/craft	SD
Sport	SD

Skills	
Biology	SL
Physical education	L
Home economics	L
Maths	L

Could Not Cope	
Rough seas*,	
Heat, Smells, Fumes.	

Health	
None.	

 Generate Report

Return To Job Suggestions

\*an asterisk highlights factors entered as a serious concern in the responses.

Adviser View of a Client's record

Overview of a Client's responses

Click headings to go straight to the details

# Client View

The screenshot shows the 'Client View' interface for Career Voyage. At the top left is the 'careervoyage' logo. To its right, there are links for 'Edit User', 'CLIENT:', 'ORG: JIIG-CAL Australia (ID: 000179)', and 'adviser:'. A red 'SIGN OUT' button is in the top right corner. Below this is a navigation menu with items: 'Interest Guide', 'Interest Profile', 'Job Factors', 'Job Suggestions', 'Action Plan', 'Resume Writing', and 'Reports Centre'. A blue banner below the menu says 'Welcome to your individual Career Voyage® account.' The main content area features the 'JIIG-CAL AUSTRALIA' logo and the text 'JOB IDEAS GENERATOR'. To the right of the logo, it says 'Welcome to Career Voyage from JIIG-CAL Australia. Comprehensive career planning software for all ability levels.' A red 'Next' button is in the bottom left. Two blue callout boxes with arrows point to the logo and the introductory text, containing the text: 'Your logo/image here ( Not ours 😊 )' and 'Your introductory message here ( Not ours 😊 )'.

careervoyage

Edit User

CLIENT:

ORG: JIIG-CAL Australia (ID: 000179)

adviser:

SIGN OUT

Interest Guide | Interest Profile | Job Factors | Job Suggestions | Action Plan | Resume Writing | Reports Centre

Welcome to your individual Career Voyage® account.

**JIIG-CAL**  
AUSTRALIA

JOB IDEAS GENERATOR

Welcome to Career Voyage from JIIG-CAL Australia.  
Comprehensive career planning software for all ability levels.

Next

Your logo/image here  
( Not ours 😊 )

Your introductory  
message here  
( Not ours 😊 )

# Client View

Stepping Clients through the program

Welcome to your individual Career Voyage® account.

Career Voyage will enable you to work through the following stages:

- |                         |  |
|-------------------------|--|
| <b>Interest Guide</b>   | Collects information about your personal likes, dislikes, and preferences as they relate to the world of work.               |
| <b>Interest Profile</b> | Displays your work-related interests in an interactive bar graph.  |
| <b>Job Factors</b>      | Collects information about your preferred working environment and other important job factors.                               |
| <b>Job Suggestions</b>  | Provides you with a list of suggested occupations ranked in order of suitability based on what you have said about yourself. |
| <b>Action Plan</b>      | Assists you to begin planning and setting goals for your future career.  |
| <b>Report Centre</b>    | Allows you to print selected reports summarizing your Career Voyage results.   |

**Please do not navigate pages using the browser buttons.  
Use Career Voyage buttons and links.**

Begin the application by first entering your user details.

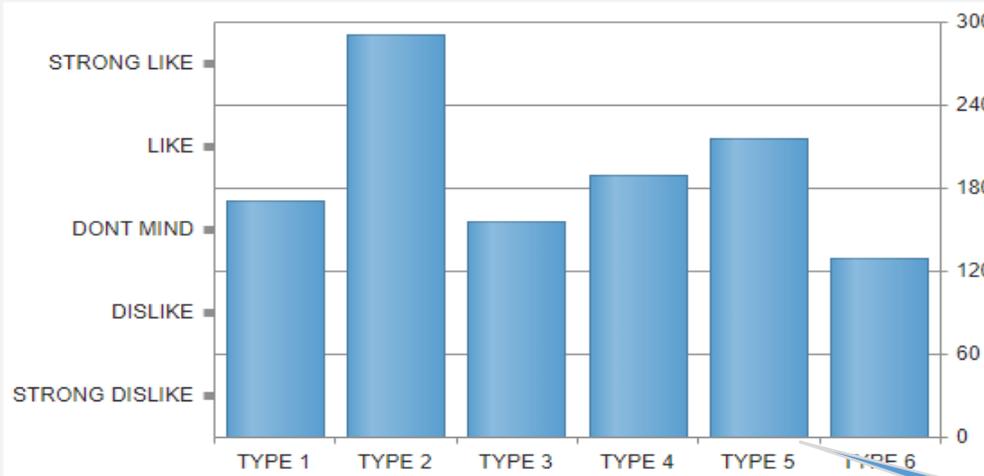
Enter Details

Next, clients personalise their accounts, & check Confidentiality Assurance.

## YOUR INTEREST PROFILE - How you feel about these six Interest Types?

(Adviser Data)

Click the bars/types for more information on your Interest Types.



TYPE 1: Technology and science

TYPE 2: Biological sciences and medicine

TYPE 3: Finance and economics

TYPE 4: Art and design

TYPE 5: Social service and health care

TYPE 6: Language and Literature

Client View

### Technology and science

It appears you neither like nor dislike the following types of activities:

- work with advanced engineering, scientific and technical products
- conduct research and carry out experiments
- use computers to analyse scientific data
- design, develop and invent new products
- use maths to solve problems
- work concerned with energy resources and production

Click on each bar to see the description

This page is what the Client sees. Here the Client record has been accessed with Adviser login. "Close Record" takes you back to Adviser main screen



Generate Report

Next

Here are your job suggestions based on what you've told Career Voyage

(Adviser Data)

Client View

Job Suggestions	Rating
<b>Nurse - Registered</b>	<b>84</b>
Physiotherapist	84
Teacher - Biological Sciences	83
Chiropractor	82
Osteopath	81
Dentist	81
Veterinary Surgeon/Veterinarian	79
Pharmacist	78
Radiation Therapist	78
Toxicologist	76
Firefighter	75
Environmental Health Officer/Health Surveyor	75
Veterinary Nurse	75
Biotechnologist	75

Explore "Other Jobs" or "Similar Jobs"

View Notepad 1/10 jobs

Customised list of Job Suggestions, ranked in order of suitability based on Client's input

Click any Job title for related information

Save Jobs to personal Notepad. Click here to View

See personal Pros & Cons for each highlighted Job

## Nurse - Registered

### JOB DESCRIPTION

Provides nursing care for patients in hospitals, nursing homes, and in the community in consultation with other health professionals. May do specialist study to become a midwife, mental health, school, or community health nurse.

### EDUCATION AND TRAINING FOR YOUNG PEOPLE

Good year 12 or equivalent with english, maths and sciences for entry to 3 ye

### IM

able after initial qualification. You will be expected to work on a shift basis. Work would require coping with the sight of blood and require coping with unpleasant sights.

### PERSONAL QUALITIES

Calm, not squeamish, perceptive, able to cope with emergencies, good communicator.

### REFERENCES

Good University Careers (<https://www.gooduniversity.com.au>)  
University handbooks  
Australian Nursing Federation

Top 20

Add To Notepad

Show Similar Jobs



Generate Report

Pros & Cons

Next

Top 40

## Security

We take every precaution to protect all user records and associated information. See how at <https://jiig-cal.com.au/how-we-protect-our-customers-and-web-visitors/>

Everyone is urged exercise responsibility and diligence

- choose new passwords (not ones you've used elsewhere)
- choose passwords which cannot be easily guessed by cyber-thieves
- avoid dodgy websites which may have viruses
- protect your own computer



Contact us any time

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