VMock Resume Platform

How-to Guide

GETTING STARTED

- Go to www.vmock.com/scu
- Once registered, the platform will redirect you to the user dashboard.
- Click on the resume in the left navigation panel and upload your resume in the PDF format for the assessment.

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.
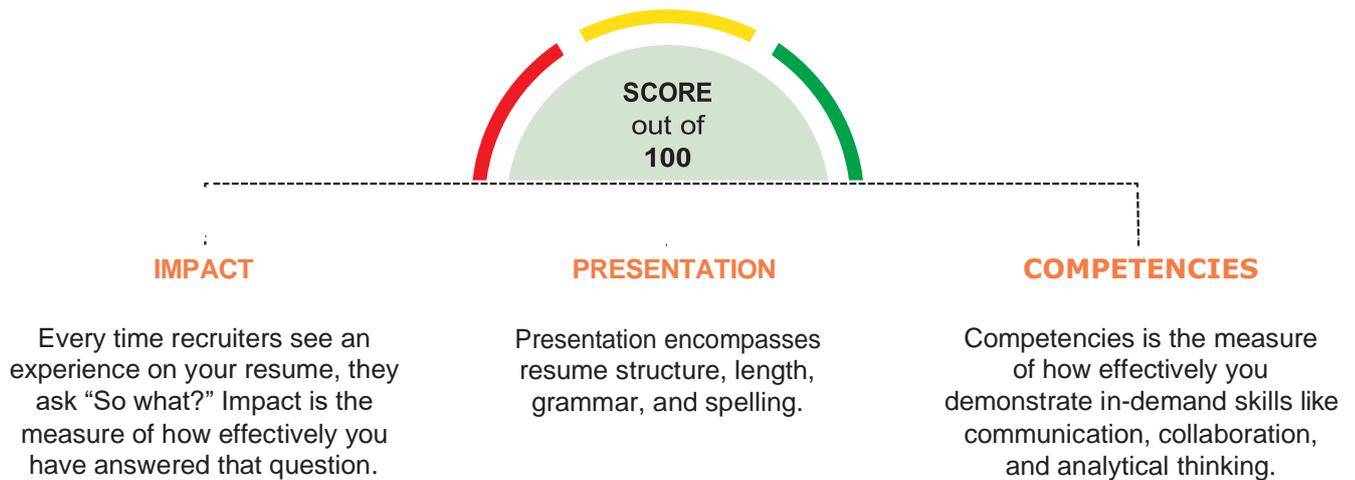
What does the score mean for you?
It indicates how well your resume presents your profile to recruiters and can belong to either Red, Yellow or Green zone.
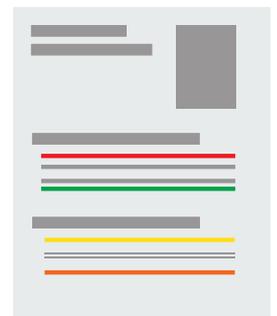
Green Zone (86-100) : Great job! But there could still be room for improvement. Review the feedback and ensure you have done your best.

Yellow Zone (33-85) : You are on the right track! With some focused effort, you can get into the green zone. Follow the feedback and improve your score.

Red Zone(0-32) : Pay attention to the feedback and specific examples relevant to your resume.

Your goal: Incorporate VMock feedback to reach the green zone! Strive for 86% or higher.

VMOCK SYSTEM LEVEL FEEDBACK

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

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 on the view detailed feedback button to review the 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, see guidance to view key insights and suggestions for improvement.

VMOCK 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.*

UPDATE YOUR RESUME

VMock is delighted to introduce an advanced **SMART Editor** to help you achieve all-star   profile strength. Our machine learning engines scan your resume to offer instant and targeted sample suggestions for each bullet. Secure 24*7, real-time guidance from the platform to make your resume stand out and maximizes your job-search outcomes!

LEVERAGE THESE KEY FEATURES:

Convert Resume to your community template

Instant score improvement & get live feedback

Download your Resume in PDF or Word format

IMPROVING AN EXISTING RESUME

- Upload your existing resume in PDF format to get started.
- SMART Editor will convert your resume into the community template.
- Follow the step by step SMART Assistant panel across the product.
- You can download your resume in PDF and Docx format.
- Once you have made all the changes, you can re-score your resume to get an updated score and detailed feedback.

  detailed feedback.

CREATING NEW RESUME

- If you don't have a resume yet, you can simply create new resume using your community template by clicking on the 'Create New' button on the student dashboard.

- Start adding content and follow the SMART Assistant for step-by-step guidance wherein the system will provide the real time feedback.

- Once you have added sufficient content, you can score your resume and see detailed feedback.

Note: In case you have any trouble using the system, reach out to us at support@vmock.com