Let’s jump into *My Compass to My Career* to learn about all of the self-service tools available to you through Career Services.

- Please login to your student portal at https://my.devry.edu with your D# and password. (If you have trouble using your password or have forgotten it, please press the *Forgot Password* link to reset it or the *Chat Now* link to speak with technical support.)

- Select the **CAREER SERVICES** tab from the top of your screen.

- Select the **MY COMPASS TO MY CAREER** link.
Let’s first review your Career Ready Plan from the top of your home screen as shown below:

You’ll also find four tabs in red on the left hand side of the screen and links along the bottom of your screen that highlight the stages in your Career Ready Plan.

You may navigate the different stages from any of these areas. Find time to explore each of the links that provide information and action items to help you prepare for your future.

**Prepare**

Now is the time to start reflecting on your goals. Begin building your planner to prioritize your career needs and values. Focus on learning practical, relevant skills.

**Explore**

Being knowledgeable about your chosen field can position you ahead of other candidates. Employers are interested in candidates who are truly interested in their field. Let your curiosity get the best of you. Dive into:

- **Career Explorer** - Learn about exciting careers fields you are preparing for.
- **Professional Organizations** - Join organizations in your industry to start learning from professionals in your career field.

**Develop**

Now is the time to start developing a polished, professional package for employers. Utilize all of the resources available to you to highlight your strengths and share your accomplishments.

- **Gain Experience** – Check out any internship or part-time employment opportunities available. Experience in your field is what employers look for.
- **Build Your Brand** – Use social networking tools to build your career and professional image. Presenting a professional online identity is key.
Launch
You are now ready to launch into final preparations to earn that new job. If you need additional support or help, please reach out to your Career Advisor.

- **Build Your Resumé** - Use the keyword enriched Resumé Wizard tool inside HireDeVry. Tailor it specifically to the positions to let employers know what you will bring.
- **Find a Job** – Search job leads inside *My Compass to My Career* and other sources available throughout the web that relate to your degree.
- **Refine those Interviewing Skills** – Practice your interviewing skills by recording video responses using the tool InterviewStream.

From **Tools** at the top right corner of the screen, you will be able to access additional tools:

- Select **HireDeVry** to access our jobs database, where you can explore opportunities related to your field of study.

- You may also access **Resumé Wizard** in **HireDeVry**, a tool you can use to build a keyword enriched resumé. Once inside **HireDeVry**, select **My Documents/ Resumé Wizard** from the drop down menu under **My Account**.

- Select **InterviewStream** to capture your answers to interview questions on video to conduct a self-evaluation or send to others for constructive feedback. You may use a webcam or download the InterviewStreamGo App on your smartphone to record your videos.

Inside **Tools**, you will find additional resources and information to help you.

- **Video Tutorials**: Watch videos available on topics to help you prepare for your job search!
- **Articles & Industry News**: Catch up on information in your career field!
- **Career Explorer**: Learn more about the options in your industry.
- **DeVry Program Guides**: Discover more about your degree program and opportunities available.

**My Planner**
From the top of your screen, you may also access **My Planner**. Continue to add to and update information in your planner throughout your education as you build upon your skills and utilize all of your resources. Check out what is inside on the next page.
• **My Profile**: Review your personal information. You may update your personal demographic information inside your student portal under **My Account** in the top left corner of the home screen.

• **Career Fields**: The career fields and jobs you are interested in will be saved here.

• **Upcoming Events**: Review and register for upcoming career events.

• **Helpful Resources**: Check out videos and news articles about your industry.

• **College Highlights**: Start documenting your experiences that may include key courses taken, skills learned, work history, clubs and activities, and awards.

• **Jobs That Interest Me**: Search for jobs in your career field.

• **My Network**: Get involved in social media and start building your professional network through LinkedIn, Facebook, & Twitter.

**Career Services Contacts**

Do you know who your Career Advisor is? Select the phone icon from the top right corner of your screen to find out.

---

We wish you success as you navigate through **My Compass to My Career** to plan and act on your career goals!