LOG ON MOVE ON

What you need to know and do...

WHAT IS IT?

- It is an on-line application process for Hull and East Riding.
- Every student must complete it and make their college applications through this online careers gateway.
- All college/sixth form/training provider courses MUST be applied for through LOMO (even if you go to an open event and apply direct you MUST still apply through LOMO as well).
- To be completed BY OCTOBER HALF TERM AT LATEST
- You only have to complete one 'personal template' that can be sent to numerous providers, so it will save you time!

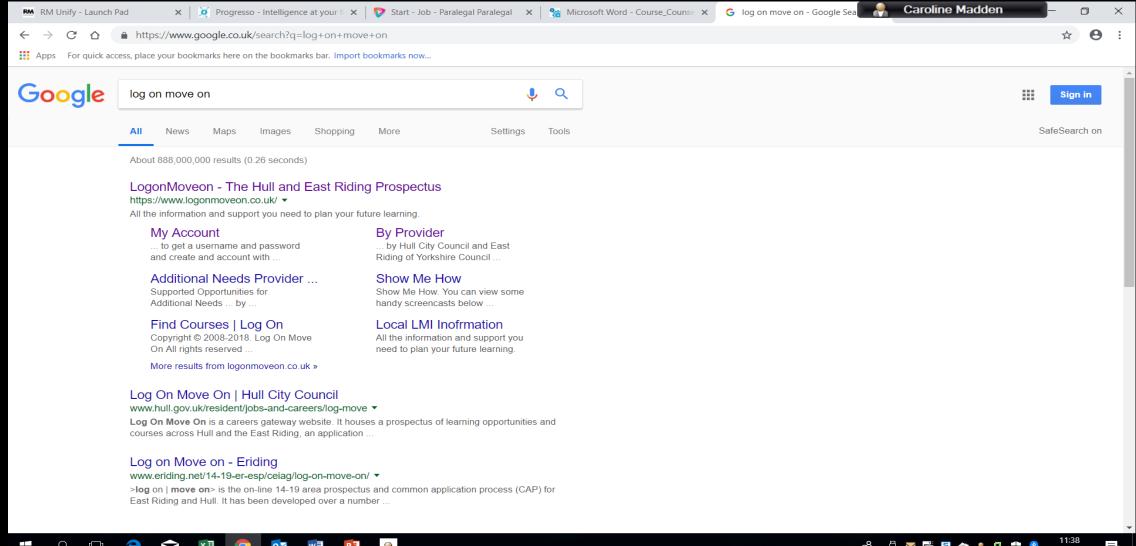
Help is also available from Mrs Beetham in 317 or you can email

kbeetham@siriusacademy.org.uk

HOW TO USE IT?

- You will be sent your username and password by email, please keep it in a safe place and ideally don't change it!
- If you forget it or get locked out (for example) please contact Mrs Beetham who will re-set it for you.
- If you get stuck at any point there is a section on LOMO call getting started that will also help
- The following will show you briefly how to use.

Google Log On Move on - https://www.logonmoveon.co.uk/







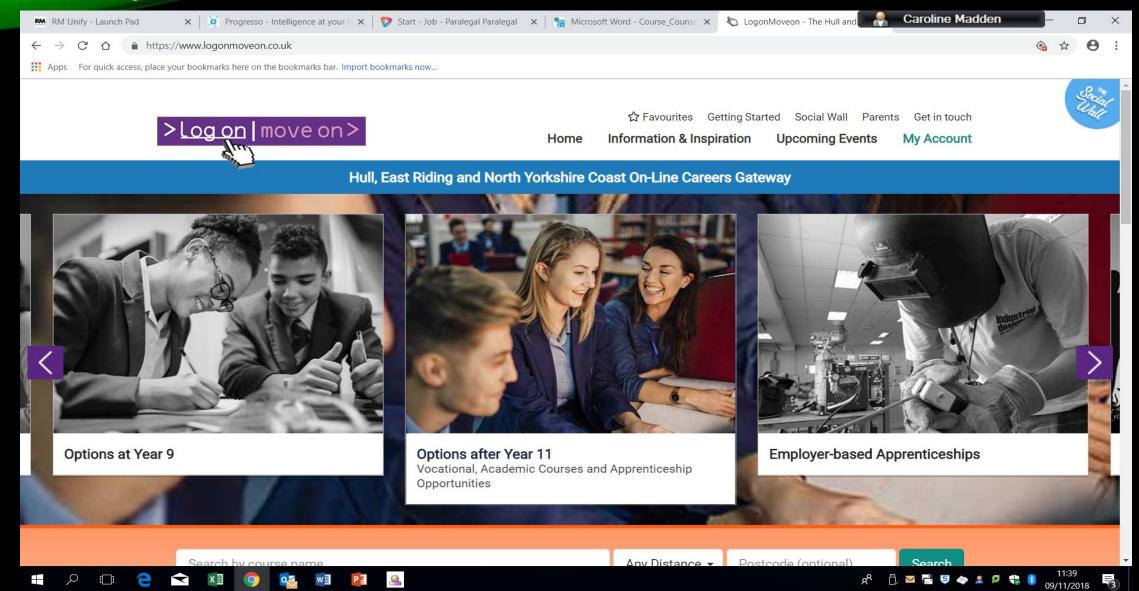




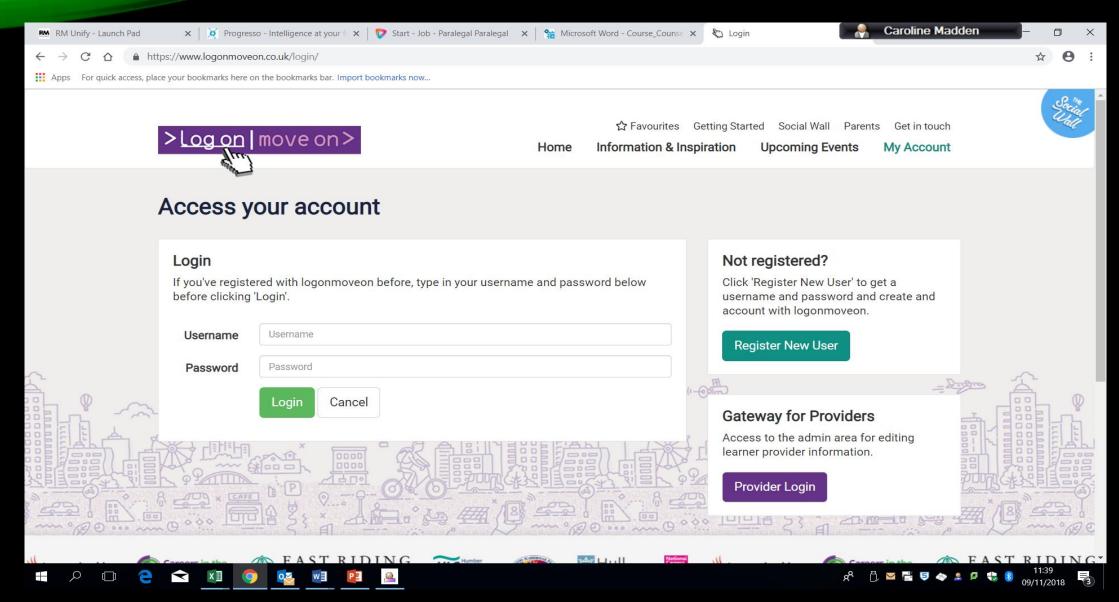




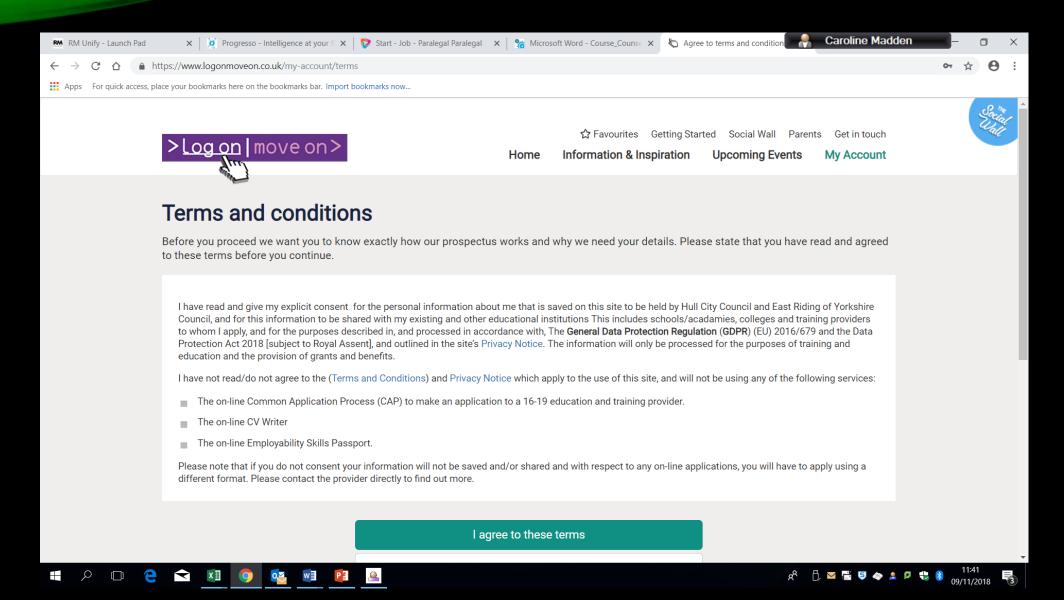
Click on my account



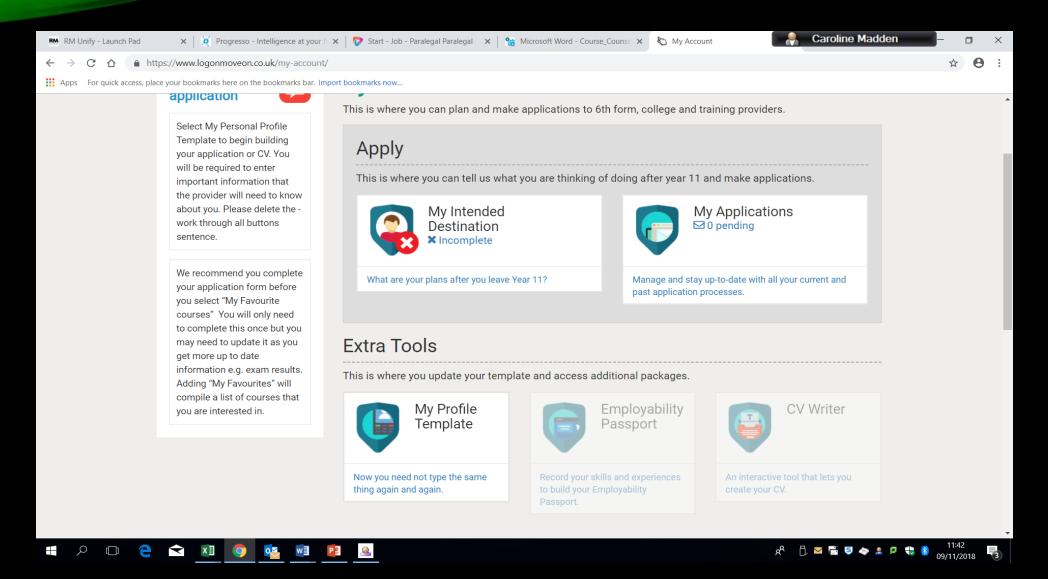
Log in using your username and password



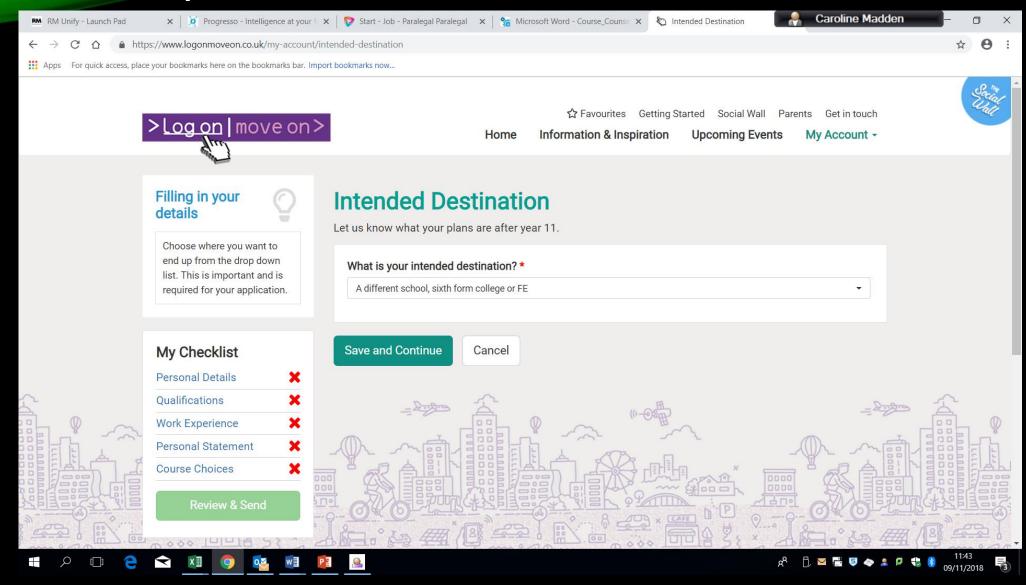
Click on I agree to terms and conditions



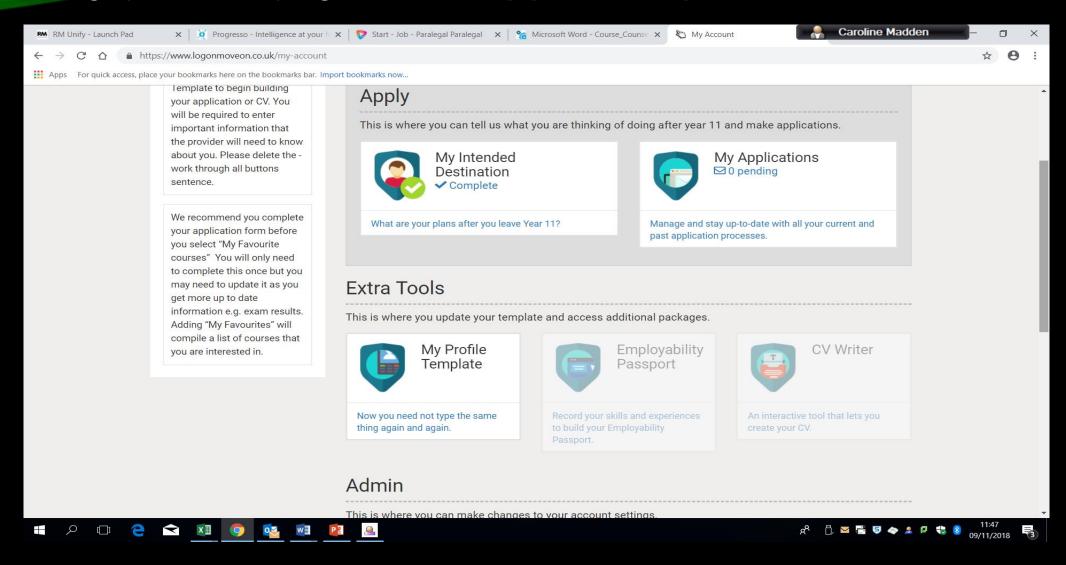
Click the my intended destination box



Select from the drop down list and save & continue

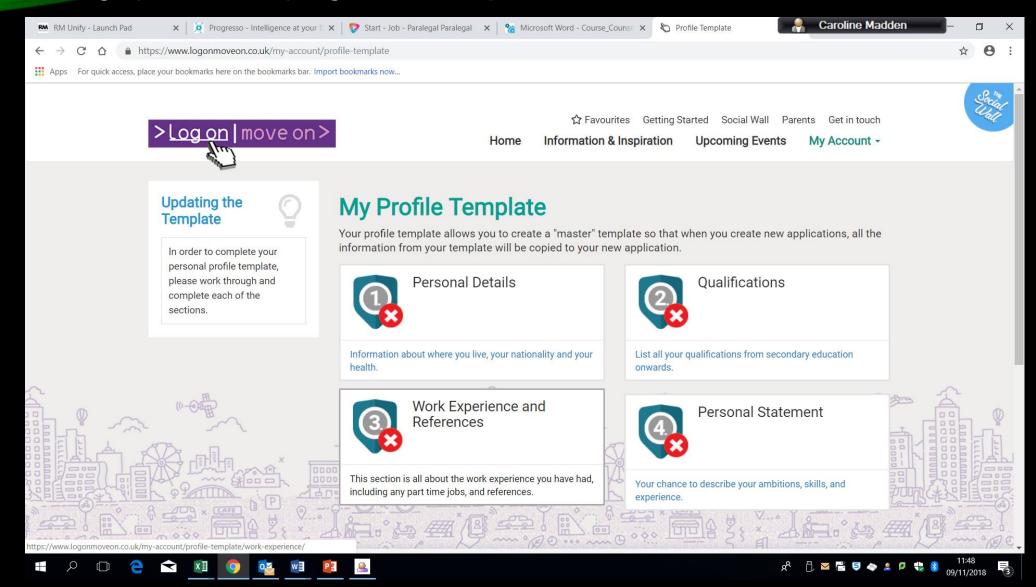


Which brings you to this page - select my profile template

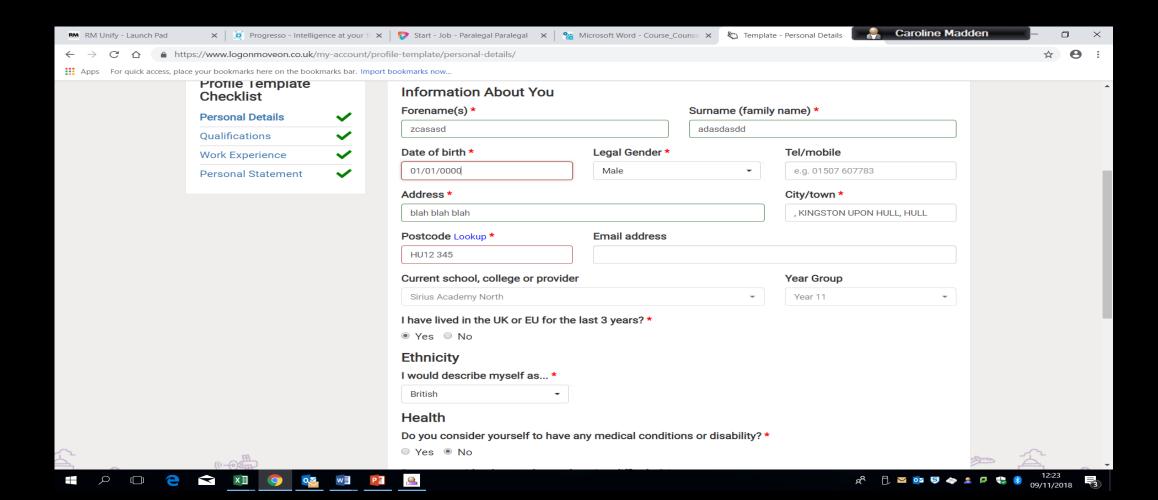


- Each box on your personal profile page will have a red cross.
- As you complete each section in full and click save, the boxes will then change to a green tick.
- You are unable to apply for any college/sixth form/training provider places until each box has a tick, opportunities usually go live from November.
- It is imperative that all your details are correct as they are used to contact you direct - you must update them if they change
- Please ensure you have an email with a sensible name/address, that you know the password for & that you access regularly

Which brings you to this page - select personal details

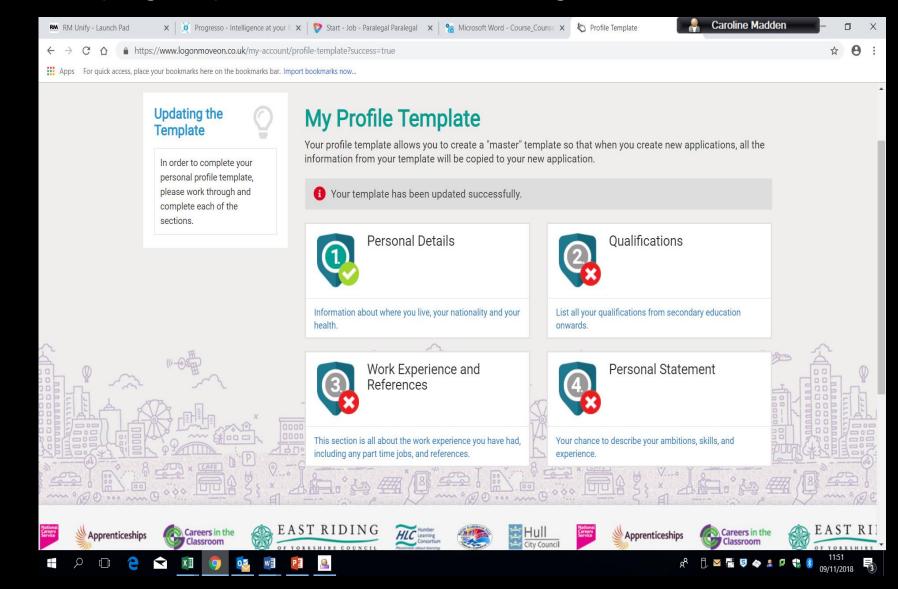


Check and complete every box – put in your personal mobile and a personal email address – you must put if you have any medical conditions/disabilities and if you have any learning difficulties - when complete click on save and update

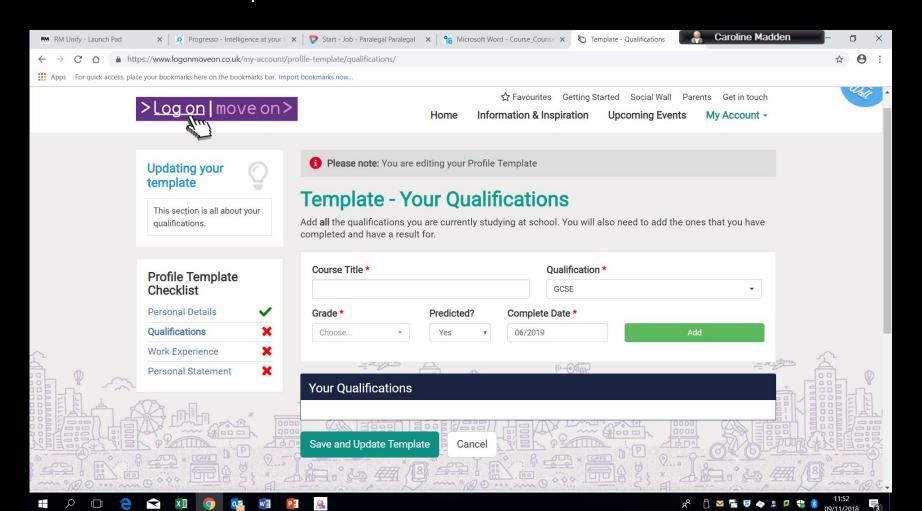


Which brings you to this page - you should now have a green tick - select

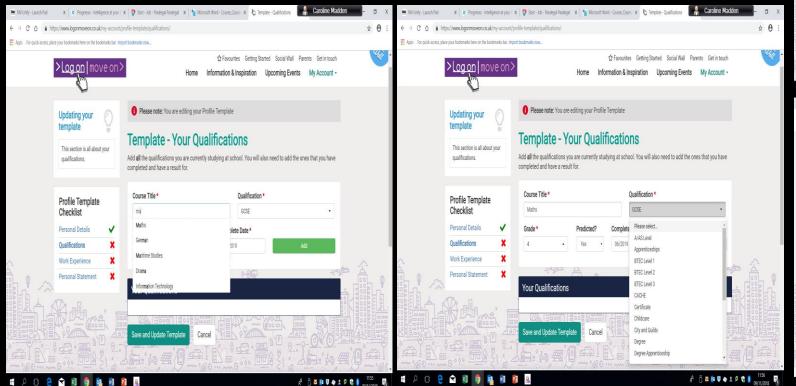
qualifications

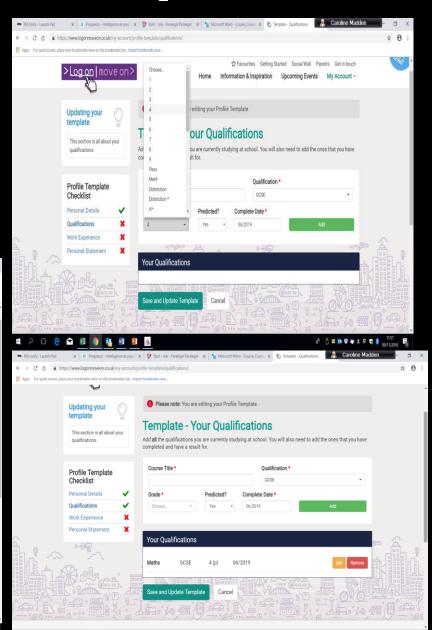


Qualifications— you need to put in every subject you are doing (ie: every one that is on your timetable that you sit an exam in), whether it is a GCSE or a BTEC and your PREDICTED grade one by one, then ADD SUBJECT then carry on until all subjects have been added – example to follow

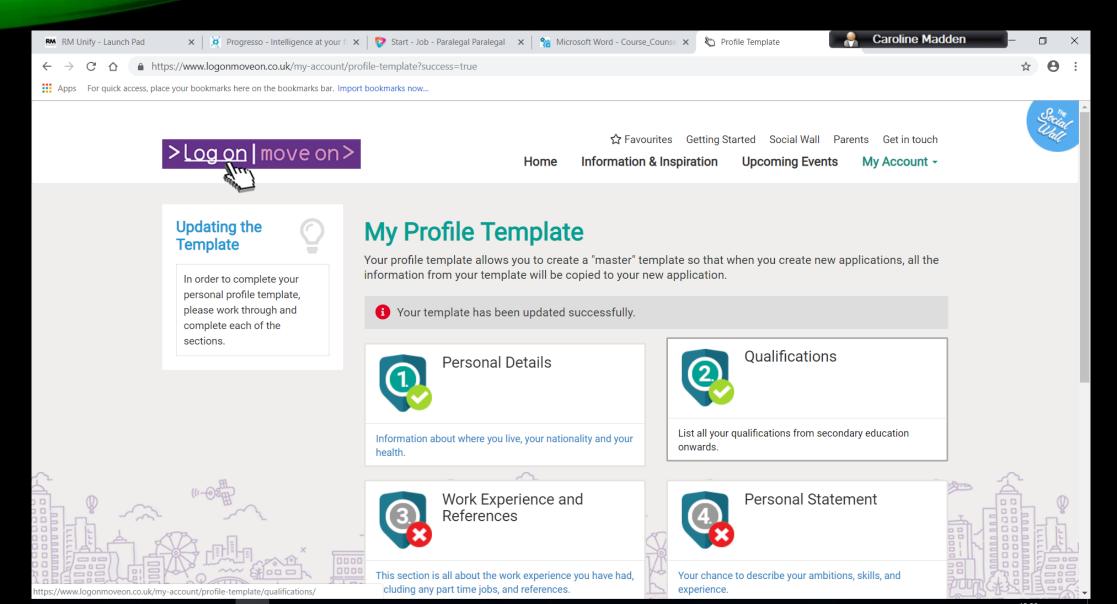


EG: start typing Maths – a drop down box will show Select Maths from that list Select grade from drop down list Leave as predicted Leave date unless you have already sat the exam Remember to save

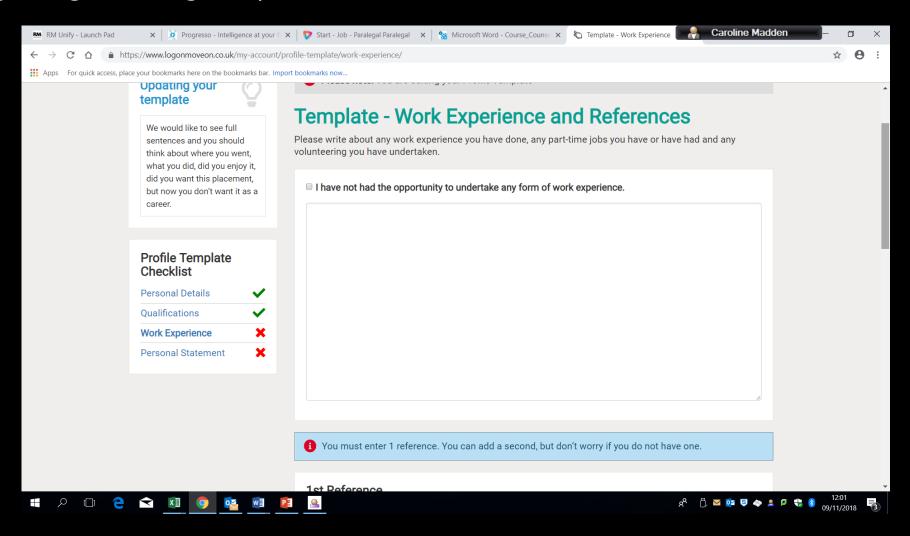




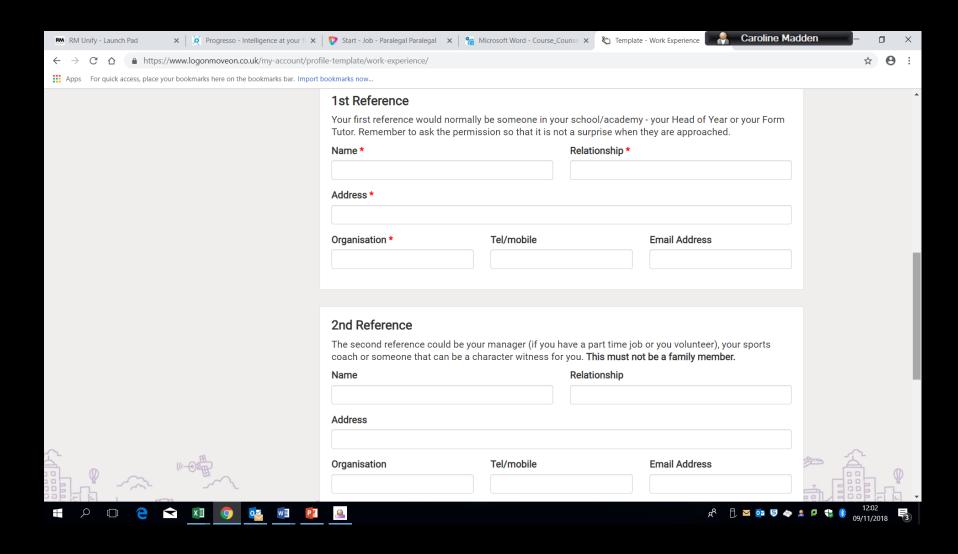
Select work experiences and references



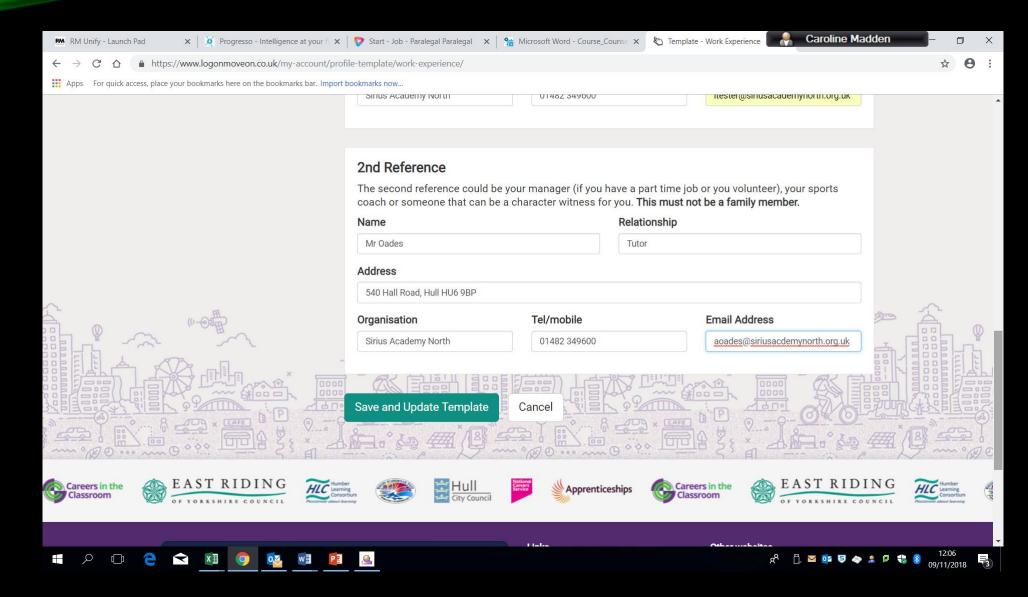
If you have not had any work experience or part time job tick the box – if you have then type in the box what you have done – this can be anything paid or unpaid (babysitting, dog walking etc).



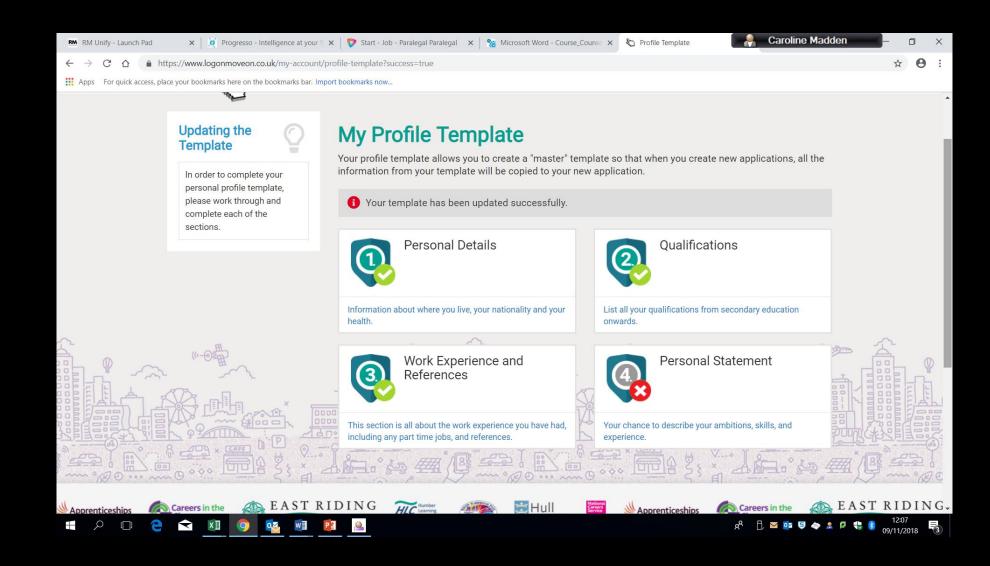
Scroll down to the reference part – you must complete both boxes First reference should be Head of House or YR– example to follow

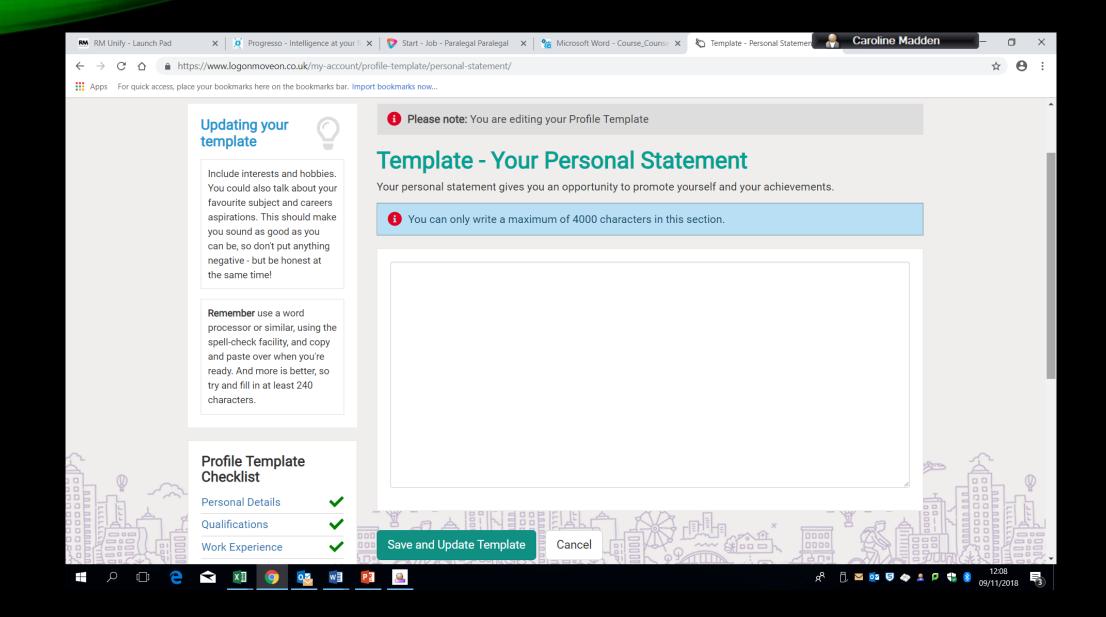


Fill in boxes as follows but for your own tutor or teacher – save and update



Select personal statement- last one!



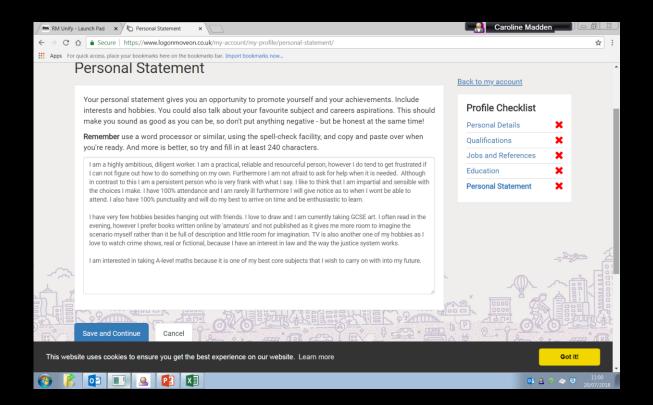


TOP TIP: type this in word so you can check and save then copy into this box! — this can be 3 x small paragraphs all about you

It is your chance to sell yourself

- It is your chance to state why you should be chosen over and above someone

else ...



Example...

I spend a lot of time with my family - we go for meals out and watch TV together my favourite programmes are crime and thrillers.

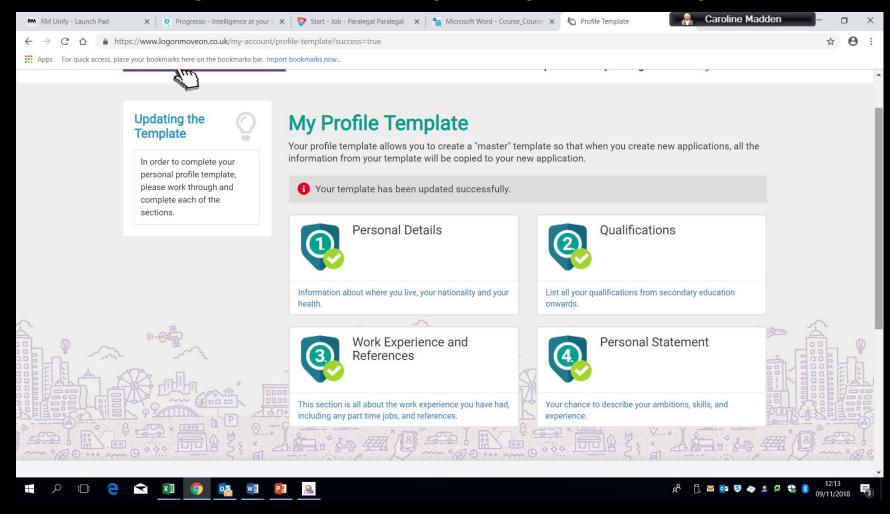
I socialise a lot with my friends and like to go shopping with them and to the cinema.

I have gym equipment at home that I like to use to keep fit. I am also in a rugby team and play every week, I have done a lot of charity and fundraising events with my team and have learnt a lot of skills from this.

I am not sure what I want to do in the future but I would like a practical trade where I am able to meet people and be on the go as I feel I will be suited to a hands on career

Then remember to **Save and update**

All that is left is to add on courses and apply for college – this can be done after November and you will get more help regarding completing this.



Any questions or queries please contact your careers adviser

Mrs Beetham in 317 or by email:
kbeetham@siriusacademy.org.uk

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