



Kudos



16+ User Guide

Kudos 16+ is designed to help ensure that your students explore a full range of post-16 opportunities, this includes:

'Find College Courses'
'Find Apprenticeships'
'Research Job Vacancies'

This guide also includes advice on how to debrief students after they have used Kudos 16+, to ensure they have understood the progress they have made on their career journey so far, and where they could progress to next.

Find College Courses

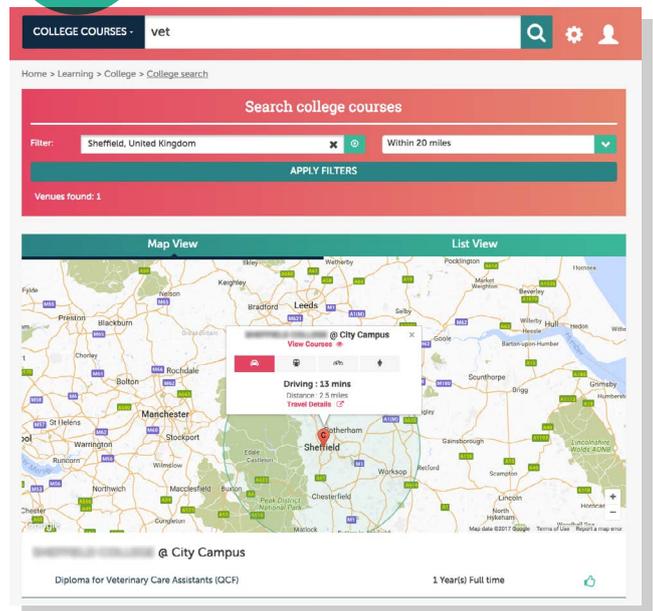
Students can use this tool to search for a course which they are interested in. This tool can be found on the left menu under **'Learning'**. They will need to search for a course title by entering the title in the search box. They can then add a location or use their current location to find courses that are suitable to them. Students can also choose the distance from 5 miles away from the location to national.

From the interactive map or the list view they will be able to click on a college of their choice and see the details of all the relevant courses at that college. Students will be able to see:

- Duration of the course
- Course mode i.e. part-time, full-time
- Start date
- Course location

Students will also be able to see how long it will take to travel to the location that interests them. They can view the journey on foot, on a bike, by public transport or by driving. They can view the location on Google Map by clicking in **'Travel Details'**.

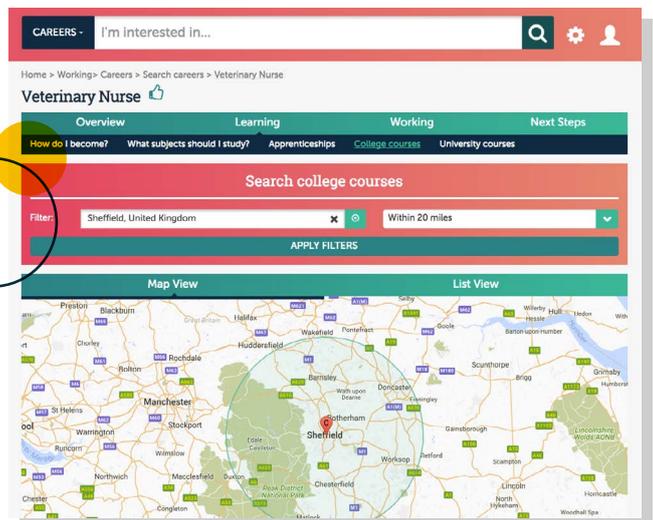
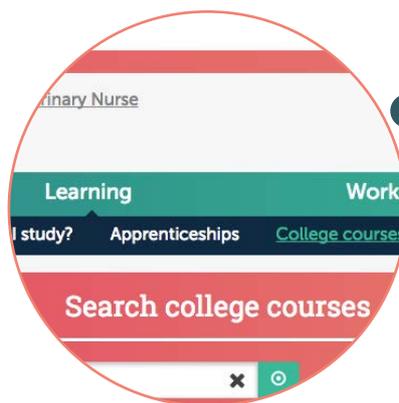
Students can then click on **'View Courses'**, to see the courses that are available. Here they can research the required entry requirements, find out about the course content, and how to apply, or click on **'more information'** which will take them directly to the college website.



via a specific career

As well as searching directly for a college course, students can find out what courses are available for a specific career. Students can view this in **College Courses** under **Learning** in the menu. Click on the navy button in the search bar for the drop down menu to appear. Students can select **'Careers'** to search for information about a specific career.

They can also enter a location in the box and Kudos will show all the relevant courses related to that specific career.



Find Apprenticeships

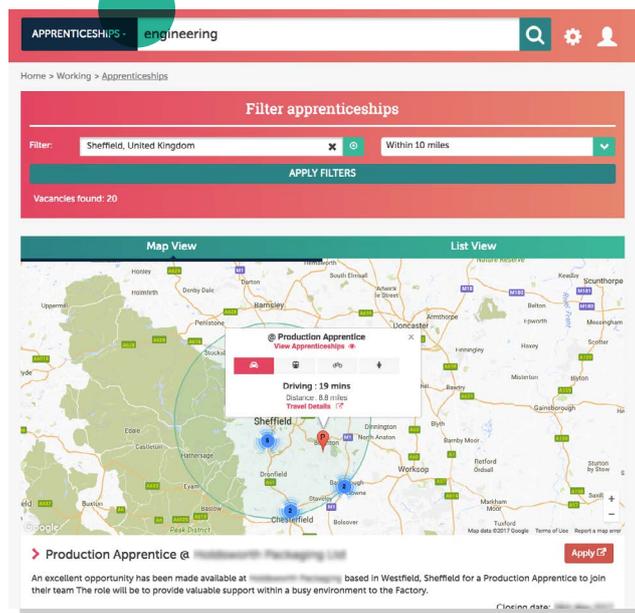
This can be found under the **'Working'** section on the left menu. Students can use this tool to search for an apprenticeship which they are interested in. They can then add a location or use their current location to find courses that are suitable to their situation.

From the interactive map or the list view they will be able to find an apprenticeship which interests them. Students can then view further details about the apprenticeship, by clicking on view apprenticeship. This will include information on:

- Weekly wage
- Working hours
- Start date
- Duration of the apprenticeship
- Basic work activity details
- The careers which are related to this apprenticeship

Students will also be able to see how long it will take to travel to the location that interests them. They can view the journey on foot, on a bike, by public transport or by driving. They can view the location on a larger map by clicking on **'Travel Details'**.

If the students decide that they want to pursue an apprenticeship, they will click on the **'apply'** button to begin the application process.



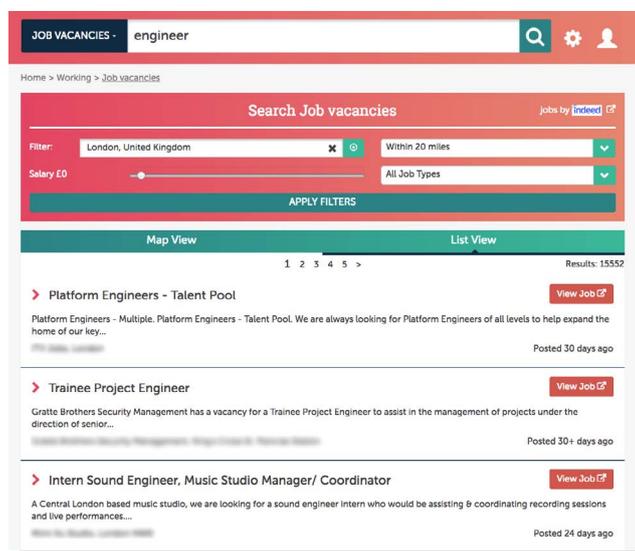
Research Job Vacancies

This can be found under **'Working'** in the left menu. Research Job Vacancies enables students to see exactly what a live job vacancy looks like, and how to apply for it.

They can search for vacancies by entering a specific career and using the four filters. If they find a vacancy that interests them, they can click on apply filter which will present them with the results. **'View Job'** will take them directly to the job advert. Here they will be able to find out further details about this career, such as:

- Salary
- Work activity details
- How to apply
- Entry requirements
- Desired previous experience

The tool allows students to gain insight of the career route they wish to pursue and what is expected of them.



After using Kudos 16+

Student Debrief

By using this user guide, you can organise sessions as a prompt for discussion, either one-to-one in a guidance interview or in groups is a good opportunity to debrief young people after they have used Kudos 16+.

It allows young people to talk informally about the results of their session. It also reinforces the message that the aim of Kudos 16+ is to generate career direction ideas, discussion, understanding, interest and action, rather than matching to a particular set of careers.

You could ask young people...

Which

route did you take and why?

Why

do you think the careers on your craeer ideas list were suggested?

...Can

you see any relationships between them?

Which

of the careers on your career ideas list interests you most & how are you going to find out more about it/them?

Which

of the careers on your career ideas list interests you the least?

...Why

do you think that was suggested?

...What

is it that puts you off this/these career(s)?

Which

Area(s) of Work did you like?

Did

you click through to an individual career?

...Why

was that?

...Why

/not?



What

subjects did you favourite?

...What

did you think about the careers that are linked to those subjects?

Did

you look up any of your own career ideas in the full careers list?

...What

did you find?

Are

there careers you are interested in that aren't in Kudos 16+?

...Where

could you find more information about them?

...Could

you find out if they are suitable by identifying the main features and whether you like or dislike them?

Did

you raise your expected qualification level using the Future Booster?

...If so,

how many new career suggestions were there?

Did

you search for college courses?

...If so,

did you go to the college website and find out the entry requirements?

Did

you research any job vacancies?

...How

many did you find?

...Did

anything surprise you about them and the way they are written?

Remember that:

- Kudos 16+ has been designed to provide a personal experience and for person-centred discussions should focus on the young person's feelings.
- Young people should be encouraged to make notes on their printout during the discussion, crossing out things that they feel are no longer valid and making amendments. You could also encourage young people to use Kudos 16+ again when significant factors may have changed, for example after exam results.
- Kudos 16+ is not the answer - it is the beginning of a process of enquiry, investigation and action.

The course of action after using Kudos 16+ depends on many factors, including:

- The young person's age or the point they are at in their education
- The decisions that they have to make
- Their vocational maturity.

You could recommend that young people carry out further research into careers that interest them. Topics and methods for further research could include:

- Availability of opportunities, both locally and nationally
- Alternative entry routes
- The aptitude and personal qualities needed to enter a career
- Levels of competition for entry into different courses, training schemes and careers
- Trying out careers through work experience or work shadowing
- Arranging a further interview, or another Kudos 16+ session, or both
- Discussion with other influential people: teachers, parents, mentors, etc.
- Using Kudos 16+ from home or another internet enabled location to enable them to do follow up work.

For any additional information, please contact us at enquiry@cascaid.co.uk or telephone us on +44 (0) 1509 226868.