

Login to your MajorClarity account using your district's preferred login method.

Key Terms

Resume: *a brief account of personal, educational, and professional qualifications and experiences, prepared by a job applicant for prospective employers.*

Cover letter: *a document that explains why an applicant is uniquely qualified for a job position, that provides additional information to an employer about the candidates skills and experience.*

Employment objective: *a statement that describes the type of career a job applicant is seeking, often tailored to a specific opportunity the candidate is applying for.*



Education

Click Add School and fill in each section of the template. Click Save.

New School [X]

School name
Illinois Wesleyan University

School location
Bloomington, IL

Start date
Start date

Graduation date
Graduation date

Degree awarded (College only)
BS Computer Science

GPA
3.72

Honors
Upsilon Pi Epsilon Honor Society - President

Save

Skills

Click Add Skills and fill in each section of the template. Click Save.

New Experience [X]

Company name
Shopify

Company location
Ottawa, ON, Canada

Start date
Start date

End date
End date

Job title
Software Developer Intern

What you did
Developed software for the billing system on the Financial Operations team to support and enhance third-party app development via an API using Ruby on Rails.

Save

New Skill [X]

Skill group
Business Management

Skills
Separate skills with a comma.
Profit-loss analysis, PowerPoint, Microsoft Word

Save

Cover Letter

To compose a basic cover letter for a job application, click Add Cover Letter. Click Save once completed.



Add Cover Letter

Contact

Enter your mailing address and click Save Contact Information.

Need help?

For questions about your account or the platform, contact MajorClarity support chat from the message icon at the bottom of your screen.

Students must abide by all Acceptable Technology Usage policies when using chat.



Support Chat Hours

Monday - Friday 8AM - 6PM ET

student user guide CAREER READINESS in MajorClarity



Basic Information

Add your personal information to each section of the tab and then click Save Information.

Experience

Click Add Experience and fill in each section of the template. Click Save.



NOTES