**My World of Work Activity/Engagement Calendar - Model**

This is a ‘notional’ model for schools to use as a guide to integrate, embed and raise awareness of My World of Work (My WoW) among pupils and teachers; increase registrations and encourage more meaningful usage and the adoption of the Profiling tools. Schools would decide when they do what, in collaboration with school based Careers Advisers (SDS), Pupil Support (PS) staff, DYW staff (PS), My WoW Ambassadors and PD&I Executive (SDS). Ambassadors can be tasked to support these engagements

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|  | **Activity/Lesson Plan/Resource/Tool** | **Lead** | **Planned Timescale & Commentary / Notes** |
| S1 | My WoW **Registration** **About Me**Profile Update (**About Me Summary**)**Stereotypes**Groupwork activity | PS/SDSPS/SDSPupilsPS/SDSSDS | Pre-September weekend - depending on Internet User Agreements/Glow account Use Account Profile tool - Pre-September weekendUse Account Profile tool - Pre-October breakUse PSE Lesson Plan on My WoW - Pre-October breakAfter October break |
| S2 | My WoW **Registration** Mop-up**Fact or Fiction** **Skills** tool**Strengths** toolGroupwork activity - **Subject Choice** toolkitProfile Update (**Skills summary**)Profile Update (**Strengths summary**)1 to 1 Interview | SDSPSPSPSSDS/PSPupilsPupilsSDS | Run 'Not Registered on My WoW' report - potentially at start of each termUse PSE Lesson Plan on My WoW - After October break - Pre-Christmas breakUse Account Profile tool - After October break - Pre-Christmas breakUse Account Profile tool - After October break - Pre-Christmas breakUse My Career Options or Account Profile tool – January / FebruaryPre-1 to 1 Interview - JanuaryPre-1 -to 1 Interview - JanuaryFebruary |
| S3 | My WoW **Registration** Mop-upGroupwork - Career MatchProfile Update (**Personal statement**)**Routes to Employment** | SDSSDSPSPS | Run 'Not Registered on My WoW' report - potentially at start of each termMay / June - During S3 ProfilingMay / June - After S3 ProfilingUse PSE Lesson Plan on My WoW - May / June |
| S4 | My WoW **Registration** Mop-up**Personal statement for a CV****CV Builder**Groupwork - Routes/Pathways etc | SDSPSPSSDS | Run 'Not Registered on My WoW' report - potentially at start of each termUse PSE Lesson Plan on My WoW - November / DecemberUse Account Profile tool - November / DecemberRoutes, Pathways & Apprenticeship Family (FA/MA/GA) information |
| S5 | My WoW **Registration** Mop-upSWOT Analysis**Interview Skills** | SDSPSPS | Run 'Not Registered on My WoW' report - potentially at start of each termPre-September weekendUse PSE Lesson Plan on My WoW - Pre-September weekend |
| S6 | My WoW **Registration** Mop-up**Personal statement**Profile Update (**Personal statement**)College/UCAS applications | SDSPSPupilsPS & SDS | Run 'Not Registered on My WoW' report - potentially at start of each termUse PSE Lesson Plan on My WoW - August through DecemberUpdate Account Profile tool - August through DecemberAugust through December |