

# MY CAREER INSIGHTS

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2024 UPDATES



My Career Insights

Discover, Develop, Drive

# MCI – UPDATES 2024

## 2024 – UPDATES

There are 3 significant updates for 2024:

1. A new consent form
2. A new profile type – Morrisby Careers
3. 10+ resources – lesson plans, videos, e-workbooks, parent flyers (ACCE developed) and Morrisby UK – customised short activities
4. The one-day profiling model – support and resources.

UPDATE



# MCI – UPDATES 2024

- Opt-in – Full or Optional
- No response – Morrisby Careers
- Opt-out – No profile

## 2024 – CONSENT FORM



### Consent to participate

The Department of Education has contracted the Australian Centre for Career Education (ACCE) to provide access to the My Career Insights (MCI) program to all year 9 students in government schools.

#### My Career Insights will help your child:

- Learn about what skills and abilities they could bring to a career.
- Find out about what jobs match their abilities, interests and personality, and the subjects they need for those jobs.

#### As part of the My Career Insights program, your child will have free access to:

- Complete a series of online questions and quizzes on the Morrisby website at school (or at home if it cannot be completed at school).
- Receive a Morrisby Profile Report showing the results from the questions and quizzes, which summarises their individual strengths and interests and suggests related career paths and study options.
- Have a 30-minute meeting with a Morrisby-trained professional Career Practitioner, who will explain the report to your child. You can attend this meeting. Please tell the school if you need a telephone interpreting service.

Extra information about the program can be found on the ACCE website: <https://www.ceav.vic.edu.au/my-career-insights/>



#### Important privacy information:

All student information collected by ACCE (or their consortia partner, Career Analysts Pty Ltd) will be managed in accordance with the Privacy and Data Protection Act 2014 (Vic), the Health Records Act 2001 (Vic), the Public Records Act 1973 (Vic), the Australian Privacy Act and the General Data Protection Regulation (Regulation (EU) 2016/679).

For further information about the way the Department of Education collects and handles personal information, including access, correction and complaints, go to: Schools' privacy policy [education.vic.gov.au](http://education.vic.gov.au)

ACCE stores your child's data either on physical devices or in cloud services. These are located within the Australia South-East Region or the European Economic Area.

Deidentified information will be made available to departmental staff for research and planning purposes.

Students can access their information via the Morrisby Profile website (<https://app.morrisby.com/>) using their login details. Students have the right to seek access to, or correction of their own personal information. Students can request access to and correction of their information by contacting [support@ceav.vic.edu.au](mailto:support@ceav.vic.edu.au)

As set out below, there are three options to choose from. Your choice will impact your child's use of Morrisby:

#### Option 1: Opt-in

I give my consent for: (child's name)			
to complete the Morrisby Profile and the follow-up meeting. By signing, you agree that you have read this Consent Form and consent to your child's personal and health information being collected. This may include information relating to your child's disability status or other factors that may impact your child's ability to complete the full profile.			
Parent/Guardian's Full Name:			
Signature of Parent/Guardian:		Date:	/ /
Student class (if known):			

#### Option 2: No response

If we do not receive a response from you, your child will have access to Morrisby Careers only. Morrisby Careers is a highly modified version of the full Morrisby Profile that asks your child to consider their interests, preferences and work styles. It will ask your child to provide their full name, email address, date of birth and school name. No health information, such as disability status, will be collected. On completion your child will have access to all career and subject resources and suggestions as well as the free meeting with a qualified career consultant. This will help inform your child's school career education programs and career action plan. However, this modified version will not be able to assess your child's aptitudes, which would be useful for gaining a more detailed understanding your child's strengths and capabilities.

Full profiling, including the aptitudes questionnaires, will become available to your child once they turn 18, or when parental permission is granted.

#### Option 3: Opt-out

I DO NOT give consent for: (child's name)			
to complete the Morrisby Profile and the follow-up meeting.			
Parent/Guardian's Full Name:			
Signature of Parent/Guardian:		Date:	/ /
If you choose Option 3, your child will not have free access to Morrisby. If access is requested in future, it will be at full program cost.			

For more information visit Career Analysts | Morrisby Profile | Australia and New Zealand: <https://www.careeranalysts.com.au>



# MORRISBY CAREERS

Interests (Aspirations)  
questionnaire



Personality questionnaire

## MORRISBY CAREERS

The Morrisby Careers profile begins with the Interest (Aspirations) questionnaire which takes 15- 20 minutes to complete. This profile pathway has been designed for **students who may not be able to gain consent** to undertake the profile.

It asks questions about the students interests and how much they like/would like activities.

Students have the option to end here and have an unpack interview, or move on to complete the Personality Questionnaire. The Aptitudes are locked until the student obtains consent and/or they turn 18.

We strongly recommend that the best profile is the full profile as it gives students more attuned career suggestions and provides greater and more accurate school data.



Interests



Personality



Verbal



Numerical



Abstract



Spatial



Mechanical

Once consent is obtained or at age 18.

# 10+ RESOURCES

ACCE

+

Morrisby UK

## 10+ RESOURCES

A suite of resources is currently being developed to assist schools to work with students to ...

- Complete any incomplete profiles
- Work with their existing profile to further support school-based career education programs.

The resources will include:

- Lesson plans
- Activities
- Videos
- E-workbooks
- Parent flyers.

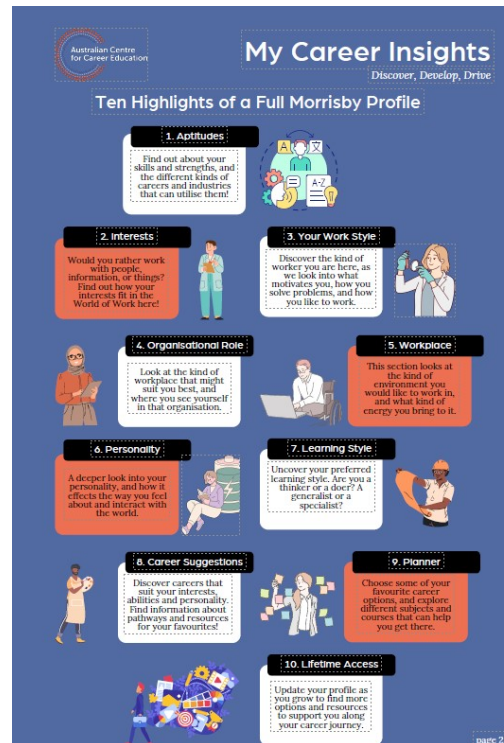




# Year 10 – Lessons, activities, tasks, quizzes and suggestions

Activities for Year 10 students include using the **Morrisby Profile to ...**

- Plan for Work experience
- Plan for Subject Selection
- Complete the Priorities Questionnaire
- Re-do the Aptitudes, Interests (Aspirations) or Personality - if students choose to.
- Support lessons and documents for Senior school staff who may not be familiar with the profile and Adviser Access
- Infographics to encourage students to complete their profile.



# MORRISBY MANAGER ADVISOR ACCESS

Adviser Access allows school staff to manage elements of their school's My Career Insights experience and to access the data across all year levels.

With Adviser Access school staff can:

- **Monitor the progress** and completion rate of their students' Morrisby profile and the unpacking career interview
- **Access student Morrisby profile reports** and completion reports
- Access student **self-reported information**, including health and other information, that may impact on the contents of a student's report
- Generate **recovery codes** for students.

A **short course is available** for school staff if they wish to upgrade to full Morrisby Manager access. Other than the default features, as a Trained Adviser you can:

- Access statistics for your school
- Reset profiling for students that want to redo Aptitudes
- Create additional staff access
- Self deliver unpacking interviews.



# MCI – KEYS TO DELIVERY

There are 4 key steps in the successful delivery of the Morrisby profile in schools.

1

## STEP 1: PROMOTION

Students engage and perform well when they understand what the task/activity is about and what they can get from it.

Don't forget your school staff too – they need to know what the program is about and how it can benefit them!

Ideas:

- **Hold an assembly** and have a few Year 10's speak about their experience
- **Show the getting prepared presentation** and work through some practice questions

### *Getting Prepared Presentation*

If you are adventurous, **prepare a Tik Tok video** like this one:



<https://www.tiktok.com/@fgatesecondary/video/7225459150250134786>

*We would like to send a big thanks to the Career staff at Fountain Gate for sharing!*



# MCI – KEYS TO DELIVERY

## 2

## STEP 2: CONSENT

The new consent form must be issued to all students.

This can be done in person (paper copy) or electronically using Compass or your school e-communication platform.

Ideally get recommendations from school staff for those students that may suit an **Optional Aptitudes Profile**.

For example:

- EAL
- CALD
- Low literacy
- Disengaged
- First Nations
- Out of home care.

As set out below, there are three options to choose from. Your choice will impact your child's use of Morrisby.

**Option 1: Opt-in**

I give my consent for: (child's name) \_\_\_\_\_  
to complete the Morrisby Profile and the follow-up meeting. By signing you agree that you have read this Consent Form and consent to your child's personal and health information being collected. This may include information relating to your child's disability status or other factors that may impact your child's ability to complete the full profile.

Parent/Guardian's Full Name: \_\_\_\_\_  
Signature of Parent/Guardian: \_\_\_\_\_  
Student class (if known): \_\_\_\_\_ Date: / /

**Option 2: No response**

If we do not receive a response from you, your child will have access to Morrisby Careers only. Morrisby Careers is a highly modified version of the full Morrisby Profile that asks your child to consider their interests, preferences and work styles. It will ask your child to provide their full name, email address, date of birth and school name. No health information, such as disability status, will be collected. On completion your child will have access to all career and subject resources and suggestions as well as the free meeting with a qualified career consultant. This will help inform your child's school career education programs and career action plan. However, this modified version will not be able to assess your child's aptitudes, and career action plan. Full profiling, including the aptitudes questionnaires, will become available to your child once they turn 18, or when parental permission is granted.

**Option 3: Opt-out**

I DO NOT give consent for: (child's name) \_\_\_\_\_  
to complete the Morrisby Profile and the follow-up meeting.

Parent/Guardian's Full Name: \_\_\_\_\_  
Signature of Parent/Guardian: \_\_\_\_\_  
Date: / /

If you choose Option 3, your child will not have free access to Morrisby. If access is requested in future, it will be at full program cost.

For more information visit Career Analysts | Morrisby Profile | Australia and New Zealand:  
<https://www.careeranalysts.com.au>

THE EDUCATION STATE VICTORIA Department of Education  
Australian Career Education Morrisby

# MCI – KEYS TO DELIVERY

## 3

### STEP 3: PROFILE ACROSS ONE DAY

We strongly recommend for your convenience and to ensure student completion that profiling is completed on one day.

#### Why?

Profiling across days or weeks leads to many incomplete profiles, often due to student absences. It results in career staff chasing students over extended periods creating an additional workload, stress and anxiety.

Students will **need breaks** to ensure they remain engaged and focused.

Our Program Coordinators can work with you and your school timetable to advise how to best structure the session.

Example of one day profiling:



Note: Students completing the OA or MC profile will need 30 – 60 minutes to complete. They can have support staff with them to assist with understanding but ensuring the responses are their own. We recommend you have another activity for these students to follow profiling

# MCI – KEYS TO DELIVERY

## 4

## STEP 4: SCHEDULE UNPACK INTERVIEWS

Your Program Coordinator will work with you to schedule unpack interviews for all students with a completed profile.

Clear communication will assist this process. During the unpack interview days we need to know the following:

- **Key supervision and wellbeing contact names, email and phone** (ideally mobile for each day). This is to ensure we can communicate quickly and effectively with you.
- **Schedule** – set up in collaboration with you, ideally allowing the consultants some time between each unpack to write notes and to have breaks.
- Are **parents/guardians or support** staff attending?
- Your **plan to backfill** for absent students.

With advanced notice, arrangements can be made for individual students to ensure an unpack runs smoothly (E.g. a remote interview with closed captions for students with a hearing impairment). We may be able to schedule consultants with a specialist background to work with students from backgrounds including EAL, students with a disability, students re-engaging with education or First Nations students.

# KEY MESSAGES

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## BEST PRACTICE MCI DELIVERY



- Careful consideration of the **best profile pathway** to use for each student/education setting
- Profiling on the **one day/one session** (not spread out across a term)
- Schools that complete profiling in one day have a much **higher profile completion rate** and minimise interruption to the school program (it saves time chasing up students)
- Full profile – **better suited career suggestions.**

## DATA



Use the **school data** that is provided to you by...

- **Sharing** with senior school staff and administration
- **Comparing** data across the 5 years of the program – what are the common trends? Subjects, VET, courses, careers, interests
- **Exploring** comprehensive student and cohort data including learning styles, aptitude strengths and career preferences.