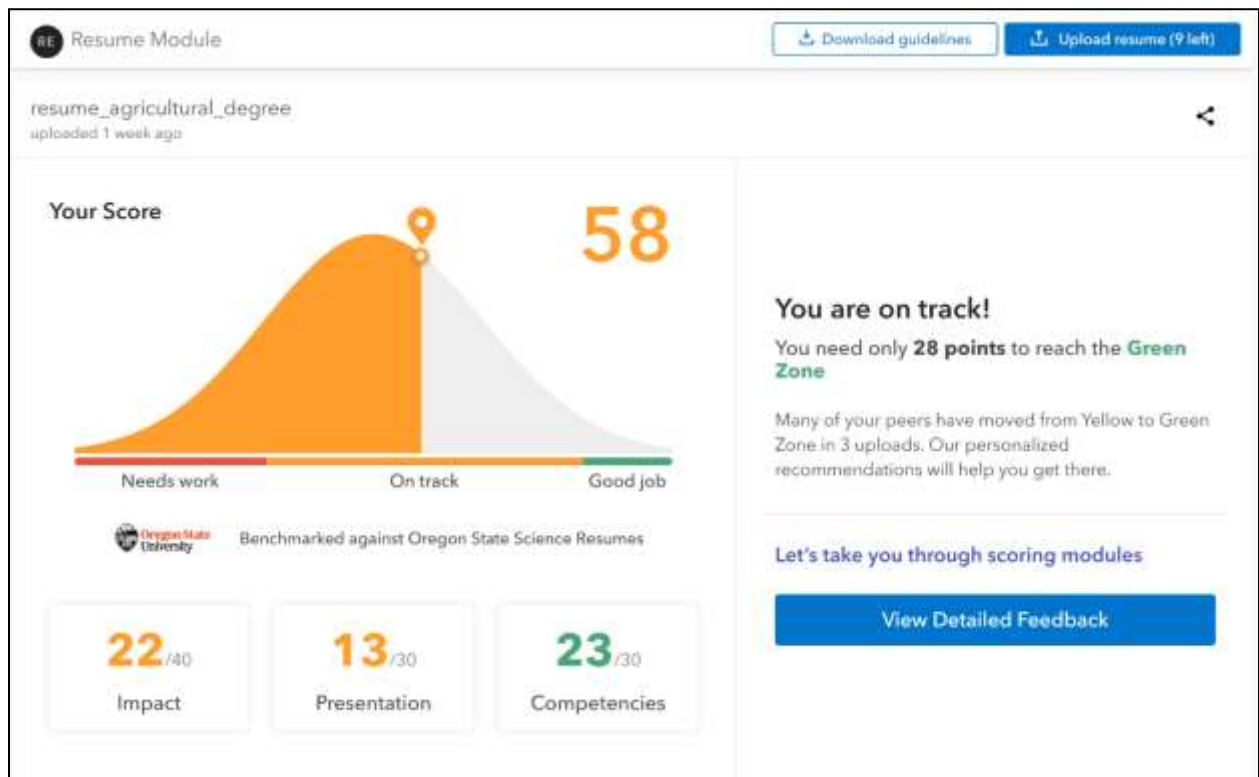


VMock – Requesting Feedback

In addition to providing instantaneous feedback on your resume, VMock allows you to send your resume to a faculty, staff, or community member for additional feedback. This guide describes the steps to upload your resume as well as request feedback.

To start: Navigate to vmock.com/oregonstate You will be asked to login using your ONID credentials and Duo authentication.

1. Use the “Upload resume” to upload your resume in a PDF file.
 - a. **A note:** You receive 10 uploads per year as an OSU student.
 - b. Do not hesitate to work on your resume using the VMock feedback and even improve your score before sharing it with faculty or staff. Others cannot see your resume until you directly share it with them.
2. After you upload your resume, VMock will provide a score and detailed recommendations to help improve your resume.



3. **Remember:** Try to aim for improvement rather than the score. It is difficult to score a 100. Some formats will score better than others because of how the system evaluates and applies scores. (The system is more familiar with one-page resumes than CVs or federal government resumes.)

After your first upload, aim to improve by 10 points by incorporating some of the VMock recommendations.

4. When you select “View Detailed Feedback”, the system highlights your resume’s strengths in green text and recommends areas for improvement in orange and red text.

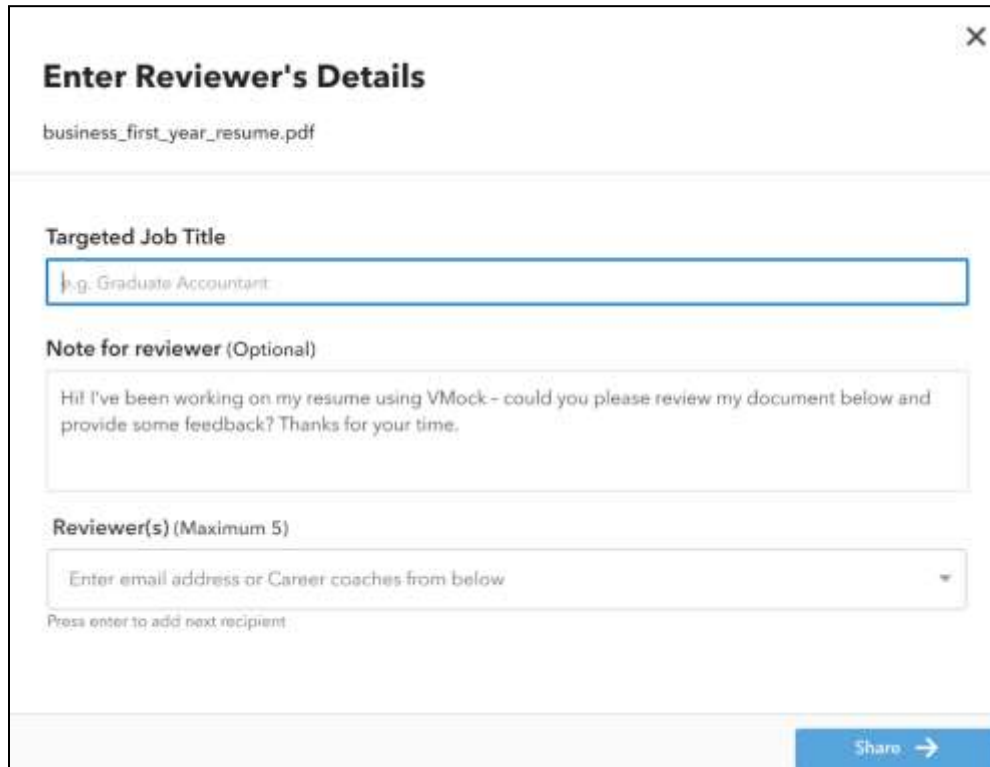
The screenshot displays the VMock resume analysis interface. On the left, a sidebar titled "Your Resume Score" shows three categories: Impact (22/40), Presentation (13/30), and Competencies (23/30). A red banner indicates a goal to improve the score by 17 points. The main content area shows a resume for Kevin Gonzalez, with sections for Education, Relevant Courses, Agricultural Skills, and Employment History. The "Action Oriented" section is highlighted, and the "Employment History" section shows specific feedback: "Pulse crops and potato varieties to test for quality and sugar content. Measure yield pressure of trees, weeds and disease in potato and onion fields" is highlighted in green, while "Conduct quality assurance procedures. Sample and test for nutrient management" is highlighted in orange.

VMock evaluates each resume in 3 main categories: impact, presentation, and competencies. There is detailed, line-by-line feedback in each of these categories.

5. Once you have worked through the system feedback and made adjustments to your resume, upload a new PDF file and receive your new set of scoring and recommendations.

Requesting Feedback from Outside Reviewers

1. To share your resume with a faculty, staff, or community member and receive additional feedback, click on “Share for Network Feedback”. A box will pop up prompting you to enter your reviewer’s email address.



The screenshot shows a modal window titled "Enter Reviewer's Details" with a close button (X) in the top right corner. The document name "business_first_year_resume.pdf" is displayed at the top. Below this, there is a section for "Targeted Job Title" with a text input field containing "p.g. Graduate Accountant". Underneath is an optional "Note for reviewer" section with a text area containing the message: "Hi! I've been working on my resume using VMock - could you please review my document below and provide some feedback? Thanks for your time." The next section is "Reviewer(s) (Maximum 5)", featuring a dropdown menu with the placeholder text "Enter email address or Career coaches from below" and a small downward arrow. Below the dropdown, it says "Press enter to add next recipient". At the bottom right of the modal is a blue "Share" button with a right-pointing arrow.

2. If your resume is tailored to a specific job posting or role, enter that under the “Targeted Job Title”. If you do not have a specific role in mind, enter “N/A”. You can also add additional notes or requests for your reviewer in the following, optional section.
3. Once you have entered the reviewer’s email address, click “Share”.
4. Your reviewer will receive an email with your request for feedback. They can either choose to provide feedback directly in the VMock platform or separately. If they opt to use the VMock system, you will receive an email notification that your feedback is available.