Career Development Centre

MU Student guide to using



Step 1 Go to mu.ie/Careers-Connect

• Click on Student Login



Step 3 Update your Profile in "My Profile" tab

- Indicate your contact preferences
- Select career areas of interest to you OR click " undecided in my occupational interests".



Step 2 Enter your details

• Login with MU username & password

- -

Maynooth University National University of Ireland Maynooth
Login to GTI TargetConnect Careers
Username
Password
Don't Remember Login
□ Clear prior granting of permission for release of your information to this service.

Career Development Centre

MU Student guide to using



Send a Question to a Careers Adviser - Using "Queries"



Use MU FutureConnect to ask questions

How to Submit a Query

Go to Query 🖂 icon

• Click Query

- Fill in Query details
- Indicate "Type of query"
- Submit your query

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Subm	it a Query	View my Queries
Do you h You will a	we a careers question or want to contact a careers adviser? Use the Iso find some useful information on our <u>Useful Resources</u> and <u>FAQs</u>	e Query form below to get in touch with us. Epages
	Query details We aim to respond to Queries within 2 working days. Subject * Query details * File Edit View Insert Format Tools Table Image: State of the state o	✓ 12pt ✓ 1Ξ 1Ξ





Find and Book Events



Use MU FutureConnect to find and book Events



Click Search / Book Events

Explore upcoming Events

- Find event information
- Register your Interest
- Book Event
- Amend/Cancel as required





Search Jobs

Career Development Centre	MU FutureConnect
Search 🗸	Book V
Jobs Events Quintes Events Appointm. Jobs Porms	Upcoming bookings You don't have any upcoming bookings, have a look at our search pages to see
MU FutureConnect / Career Development Centre	Search events () Search appointments ()
Subject Choice Career planning	Saved Jobs
Gob search CUS Personal Statements - Abplications -	Search all Jobs

Use MU FutureConnect to search for Jobs Listings

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Vertex Vertex Vertex Vertex MU FutureConnect / Career Development Centre Vou don't have any upcoming booking have a look at our search pages to see what's available. MU FutureConnect / Career Development Centre Search events Subject Choice Career planning Job search CUs Job search CUs Bersonal Statements Applications

Use MU FutureConnect to book Careers Meetings

Step 1 Click Book Appointments

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Appointmen	nts nts	Appointments Events		
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Next Step	Next Step Careers Meeting View appointments • Take the next step in your career journey Meet with a careers adviser to discuss your caree Find out more			
(Interview)?	Interview Preparation Meeting If you have applied for a job, internship, graduate vi to Find out more	acancy or postgraduate study, and hope	View appointments 🕞	

Step 2

- Select Type of appointment
- Select available time
- Book appointment
- Cancel/amend booking