



# Backpack

What to customize your experience in OhioMeansJobs K-12? The *Backpack* lets you save and store your career planning activities and account information. Take a look at everything you can do in your Backpack.

### Create Your Career Plan

The Career Plan helps you set goals, schedule activities, set deadlines, and keep track of your progress. Interested in more than one occupation? That's easy, just create another Career Plan or update your existing plans. You can save up to 5 different plans in your Backpack.

### Search and Save Occupations, Schools and Training Programs

When searching occupations you can also explore Ohio schools that offer a related program. You can save occupations that interest you, schools or training programs and scholarships to help you along the way.

### View and Update Your Calendar

The Calendar will help you keep track of the action steps you select when creating your Career Plan. You can pick target dates and add notes for each item. The Backpack displays a summary of your progress toward your goal and lets you know about upcoming events.

### Complete Assessments and Training Online

Your Backpack displays recommended assessments and the results of practice tests taken in OhioMeansJobs K-12. Build your skills and career readiness with learning tools, assessments, and tutorials using the online Assessments and Training center.

### Create and Upload Your Resumes

Your Backpack shows how many resumes you have in your file (you can save up to 5), how the experts rated your resume (optional), and if any resumes can be viewed by employers (optional). You can update and email your resume at any time.

### Search and Save Jobs

Ready to search for a job, or just curious to see what employers are looking for? You can search through real jobs postings to learn more about companies, salaries, skills and much more. When you're ready to get some experience, use the Job Search to find internships or jobs based on location, key word or job title.

### Create, Review and Update your Future Budget

Creating a good career plan requires a realistic view of your world. The Backpack makes it easy to see your target salary and update your planned expenses as your situation and goals change.

### Edit Your Account

You can edit your account and contact information any time directly from your Backpack.

### Upload and Store Documents

You can store up to 15 documents in your Backpack – resumes, cover letters, samples of your work, test results, certificates and more. Note: there is a 500kb file size limit for each individual document.