

My Career Insights (Morrisby)

Best Practice for SCHOOLS in Specialist, Special,
and Alternate SETTINGS

Wednesday 29 April, 2026

Presented by: Karen Pritchard and Suzanne Morelli



My Career Insights

Discover, Develop, Drive



Acknowledgement of Country

On behalf of the Australian Centre for Career Education, we would like to acknowledge the traditional owners of Country throughout Australia and recognise their continuing connection to land, waters and culture.

We pay our respects to their elders past, present and emerging.



Artwork by Lacey Yeomans

Presentation Overview

- My Career Insights program overview
- Profiling pathways – options, best practice, and what has worked well for schools
- Interviews – eligibility and options
- Implementation and Best Practice
- Reports, Resources and Morrisby Training
- School experience: Michelle Fry (Melton Specialist School)
- Q & A



***Discover ->
Develop -> Drive***

My Career Insights (MCI)

Offered to all Victorian public schools since 2019 and managed by the MCI team within the Australian Centre for Career Education (ACCE)

- Aimed at exploring careers and other post-school transition options for senior students aged 15+ in specialist and alternate settings
- Designed for completion in conjunction with other school programs
- DE supported and eligible for CEF funding
- Utilises Morrisby platform for profiling
- Supported with resources, training, and dedicated Program Coordinator for each school

MCI and Morrisby

'A diagnostic and exploratory tool for career education and guidance'



Morrisby provides a platform to help young people reach their potential and to bring students, families, and school together in important conversations about preparing for post-school journeys

- A **'conversation starter'** and exploration tool for career education and guidance allowing students to identify their strengths, interests and abilities
- An **interactive tool** assisting students to research careers, vocational pathways, further education and training
- MCI **supports other career programs** within schools and resources are available to assist students and schools to use the Morrisby profile throughout the senior secondary years

My Career Insights Program

2 Parts

1. Online Morrisby profiling sessions
2. One-on-one follow-up conversation to 'unpack' profile results

5 Key Stages

- 1: Engage parents and key stakeholders
- 2: Permission and Preparation
- 3: Students undertake the Morrisby Profile
- 4: Morrisby Unpack Career Conversations
- 5: Explore Profile Reports & Completion Data

The My Career Insights Journey





Part One

Student Profiling



My Career Insights

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DE Consent

Parent / Guardian Consent is **required** for a student to participate in the My Career Insights program.

Options for **collecting consent forms**;

- Paper copy (via student, direct to parent)
- Digital (compass, email, newsletter)
- Verbal (phone template to be provided)
- Translated versions are available

IMPORTANT NOTE:

Registration, completion of profile, and interview must all occur in the same year, and each student is only eligible for ONE DE-funded interview across their senior years.

My Career Insights

Tailored career guidance for your child

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 15+ students in government specialist schools and alternative settings.

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:

- 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.

More information about the program can be found at: <https://www.de.vic.gov.au/mci-career-insights>

Important privacy information:

All student information collected by ACCE (or their contractor 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/privacy-policy](https://www.education.vic.gov.au/privacy-policy)

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://www.morrisby.com.au/mci>) 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@morrisby.com.au

Parent or guardian to complete

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):	

For more information about Morrisby visit: www.morrisby.com/morrisby-profile

My Career Insights – Profiling Types



Full Profile –

Requires at least 2 hours to complete
Suits: Higher capability and literacy
Timed modules

Optional Aptitudes -

Can be completed in 15 - 20 mins
depending on capability and support needs
Suits: Most students in special settings

Elemental Aspirations –

Requires 10 - 20 mins to complete
Modified language and less questions

	Morrisby Full Profile	Morrisby Optional Aptitudes	Elemental Aspirations
Aptitudes	✓	Optional	✗
Interests	✓	✓	✓ Modified
Personality	✓	Optional	✗



Optional Aptitudes Profiling & Suitability

This pathway has become a **popular option** for Specialist settings as it allows students the opportunity to initially complete the **Interests questionnaire only** without any time constraint and with learning support where required.

- Students may choose to only complete the Interests questionnaire
- The **online profile and digital report** will contain subject and career suggestions
- Student results for OA profiles can be **locked on request**

Aspirations Questionnaires

There are **three question** types:

1. “I would like to ...”
2. “I would be prepared to ...”
3. “I will have the talent and would like to ...”

The Aspirations questionnaires are ‘**partially adaptive**’.

Where students are **positive** in their responses all items are presented.

Where students are **negative** in responses one or more items may be suppressed. For example, 72 down to a minimum of 49 for Elemental and from 103 down to a minimum of 57 for Aspirations.

This speeds up the completion time and ensures students are not repeatedly saying they dislike aspects of work.

Sample Questions

Interests Questionnaire



I'd like a job where I...

care for people who find it difficult to look after themselves

- ☒ A lot
- ☒ A bit
- ☐ Not much
- ☐ Not at all

I'd like a job where I...

can get ahead by working long hours

- ☒ A lot
- ☒ A bit
- ☐ Not much
- ☐ Not at all

< Previous

I'd like a job where I...

research and write news stories

- ☒ A lot
- ☒ A bit
- ☐ Not much
- ☐ Not at all

< Previous

I could and would like to...

work on the sea, in shipping or the navy

- ☒ A lot
- ☒ A bit
- ☐ Not much
- ☐ Not at all

< Previous

Sample Questions

Personality Questionnaire



Others would say that I am...

sociable	Usually
	Sometimes
or	Equally
	Sometimes
reserved	Usually

Others would say that I am...

methodical	Usually
	Sometimes
or	Equally
disorganised	Sometimes
	Usually

< Previous

I would prefer to...

fit in with people	Usually
	Sometimes
or	Equally
	Sometimes
be different and stand out	Usually

< Previous

Priorities: What's important to you



Sample Questions

Aptitude Quizzes

Section 1 - Verbal Practice Question 1 of 1

house wood wardrobe roof painting

table stool

chair cupboard bed

VERBAL: Which word is most like the others?

Section 3 - Numerical Practice Question 1 of 1

72 66 60 54 48 42 36 ?

18 21 28 30 34

< >

NUMERICAL: What is the next number in this sequence?

Section 5 - Abstract Practice Question 1 of 1

Diagram illustrating the abstract reasoning test question 1 of 1. The diagram shows five pairs of shapes arranged in a row. Each pair consists of a square and a circle. The shapes inside are:

- Pair 1: Two overlapping circles.
- Pair 2: Two overlapping squares.
- Pair 3: Two overlapping circles.
- Pair 4: Two overlapping squares.
- Pair 5: Two overlapping circles.

The answer options are:

- A. A square containing two overlapping circles.
- B. A circle containing two overlapping circles.
- C. A square containing two overlapping squares.
- D. A circle containing two overlapping squares.
- E. A square containing two overlapping circles.

ABSTRACT: Which shape follows the same rules as the others?



Verbal



Numerical



Abstract



Spatial



Mechanical



Interests

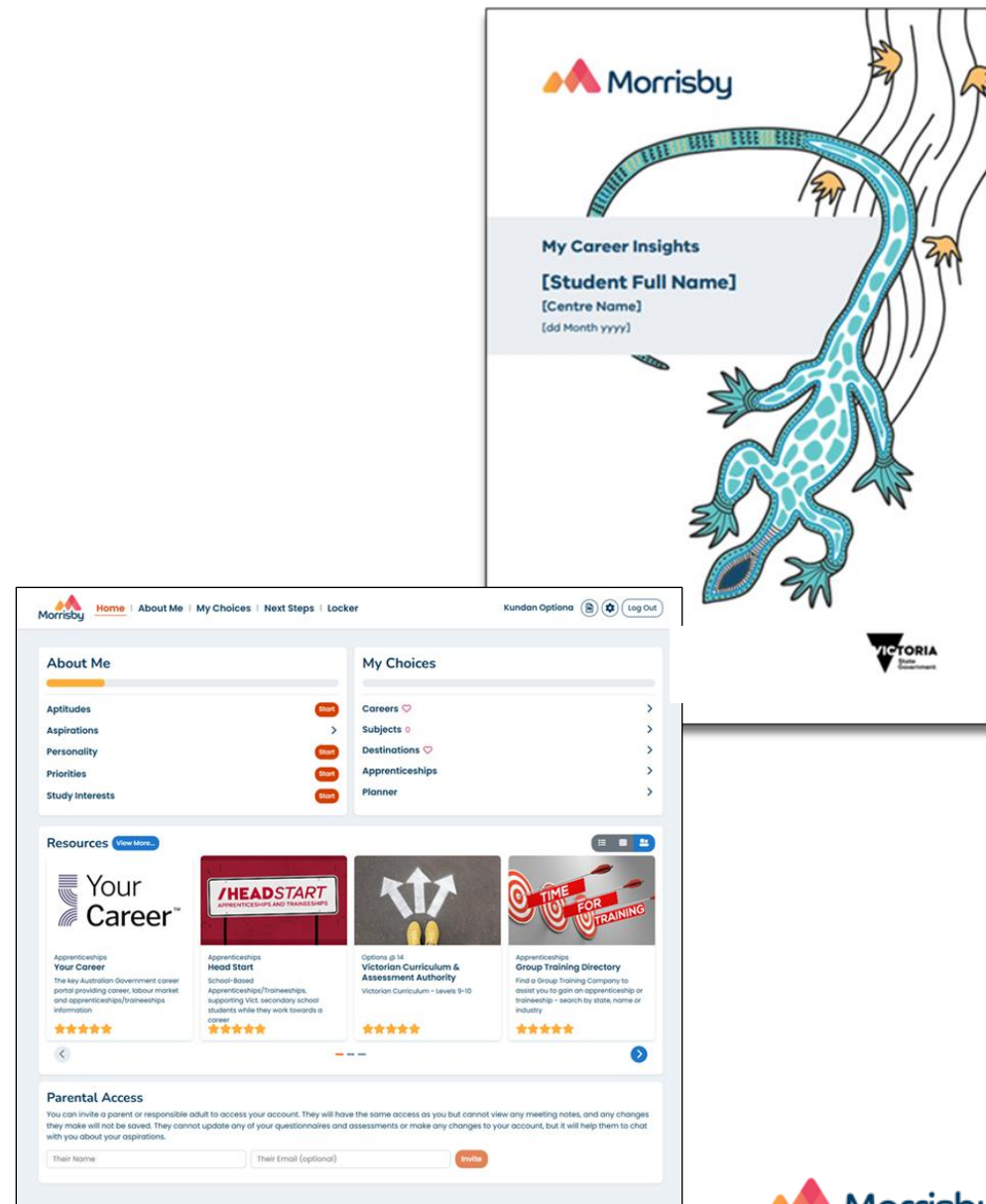


Personality

Morrisby Profile Report

Each student receives a digital report

- Access online by logging into Morrisby
- Available to download and print
- Can be shared with family, school, career allies
- Add to Career Action Plan
- Ongoing access to resources within Profile
- Life- Long access to online report



My Career Insights

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Preparing for Profiling

- Check **consent** has been returned
- Decide on appropriate **profiling pathway** for each student – Full, Optional or Elemental
- Schedule **‘Getting Prepared’** presentation
- Book suitable **tech devices** and **profiling spaces**
- Ensure **supervising staff** and learning supporters have an understanding of the profiling process and how they can help the student
- **Notify** school planner and class teachers of an event

MCI Profiling Resources

You will receive from your Program Coordinator: -

- **‘Prep for Profiling’** email with tips for preparation and planning
- **‘Getting Prepared’** PPT for an introductory session
- **‘Student Profiling Kit’** and **‘Instructions for Supervisors on Profiling day’** to guide the registration process
- **Unique Morrisby Registration Code** designated to your school. This differs for each profile type and changes every year.
- **‘1-Page Profiling Checklist’** to help with planning

PROFILING CHECKLIST – 6 Key Steps (Specialist and Alternate Settings)		My Career Insights (Morrisby)	
1. Gain Consent <i>Required to participate in the MCI program</i>	□ Promote program to key school staff □ Send / Collate Consent from parents / guardians (hardcopy, electronically, verbally) □ Click HERE for 2025 Consent form □ Click HERE and HERE for School and Family Info flyers. Click HERE for translated Consent form and flyers		
2. Profiling Preparation	□ Check school calendar & schedule profiling date/s. Notify key school staff and MCI Program Coordinator □ Complete a school-based IT check using IT Check Guidelines □ Check availability of suitable IT devices and book them (School supply or student BYOD?) □ You may register students on their behalf in advance (use student school email for username and school generated passwords). Keep list of usernames / passwords for logging in at a later date		
3. Identify appropriate student profile type Three Morrisby Profile Pathways <i>Full Profile: Students with higher capability</i> <i>Optional Aptitudes: Most students</i> <i>Elemental Aspirations: Students with greater challenges</i>	□ Every student (15+) can complete one of the 3 available profiles – Click Profiling matrix and Additional Pathways for outline of profiling types. Identify the most suitable Profiling type for each student □ Check you have received your school's 2025 Student Profiling Kit with embedded registration code □ Request 2025 Full Aptitudes and Elemental Aspirations Student Profiling Kits and registration codes if required □ Familiarise with Morrisby Adviser Access. Login to Morrisby Manager with education email □ Request Adviser Access for additional key staff		
4. Prepare Students & Supervisors Why, What, How & When <i>“Preparation results in higher completion rates and more accurate self-reflection and possible career suggestions”</i>	□ Consider accessibility needs inc. literacy, comprehension, concentration, disability) eg. convert questions & answers using Text -> Audio software, magnified screen, Visual cards (emojis, milk glasses in 'Boardmaker'?) □ Schedule / deliver a class to prepare / familiarise students with profiling process and format inc. practice questions. Show / explore sections of the following resources? ‘Getting Prepared’ Video; ‘Getting Prepared’ slides; Getting Prepared PPT; Lesson Plan 1 □ Book rooms with whiteboard / screen, tables & chairs, in a quiet location where students will not be distracted □ Consider a separate room for students completing alternative profiling pathways □ Brief supervising staff inc. learning supporters, about the profiling process (inc. using the correct registration codes, help with understanding questions, keeping students on task, saving / logging off once completed). Refer to Getting Prepared PPT (customise instructions pages 12-14 if not doing Aptitude modules) □ Notify students and key staff of event		
5. Profiling Day/s	□ Supervisors to write appropriate school registration code on visible screen, and support students to follow registration and profiling steps outlined in relevant 2025 Student Profiling Kit □ Ensure students can recall email address and password for registration (have backup list available for login if you registered students with school email and generated password) □ Assist students with typing, reading, explanation of terms, and other identified need □ Observe / support students' progress or monitor using Morrisby Manager (refer to Adviser Access Guide for instructions) □ Have additional activities / tasks for students who complete early or ask to leave room to minimize distractions □ Contact MCI Program Coordinator with any questions, or contact MCI-IT support if experiencing any tech issue		
6. Profiling Catch-up Session	□ Identify students who didn't complete their profile or were absent on profiling day using Morrisby Manager □ Arrange a catch-up profiling session for these students and generate recovery codes if login details lost		

Helpful Resources: ([Ctrl+Click](#) to open all links in Blue)

[Morrisby Manager Adviser Access Guide](#)

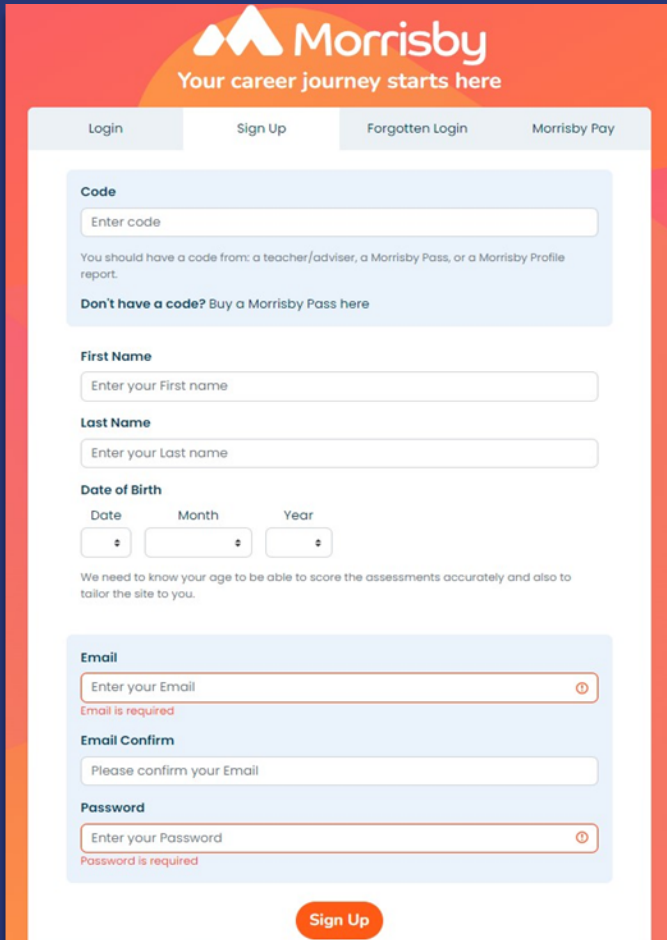
[MCI Website](#) (inc. orange Specialist button at bottom of page)

MCI Key Contacts

Inclusion Support Coordinator: Suzanne Morelli: 0427 993 989 / suzanne.morelli@acce.org.au

[General & Tech support](#) / (03) 9433-8033

Morrisby website
-> **app.Morrisby.com**



The screenshot shows the Morrisby website's sign-up page. At the top, the Morrisby logo is displayed with the tagline "Your career journey starts here". Below the logo, there are four navigation links: "Login", "Sign Up", "Forgotten Login", and "Morrisby Pay". The "Sign Up" link is highlighted. The main form area is divided into several sections: "Code" with a text input field and a note about where to get a code; "First Name" and "Last Name" with text input fields; "Date of Birth" with three dropdown menus for Date, Month, and Year; "Email" with a text input field and a red error message "Email is required"; "Email Confirm" with a text input field; and "Password" with a text input field and a red error message "Password is required". At the bottom of the form, there is a red "Sign Up" button.

Registering for a Morrisby Profile

Students can **self-register** on the day of profiling or be **registered in advance** with school email and passwords generated by the school.

-> **app.Morrisby.com**

- Unique school registration code
- Username - email
- Password
- DOB
- Optional health information

Profiling Day & Catch-Ups

- Register using **STUDENT PROFILING KIT** or with instructions from a staff person
- Observe student progress during the profiling sessions to **keep them on task**
- **Support** students to understand both the tech process and profiling format
- **Rest breaks** are allowed – remembering to **SAVE progress** if logging out
- Use **Adviser Access** to monitor profiling progress and identify students with incomplete profiles
- Organise another date for students absent on Profiling Day or with incomplete profiles to ensure they are completed at least 3 weeks before Interviews are scheduled to commence.



Part Two

Interviews

- *Explore*
- *Discuss*
- *Reflect*

Delivery Options for 'Unpacking' Interviews

A key element of the My Career Insights Program is the opportunity for each student to have a **one-on-one career conversation**.

Only students with a profile completed in the current year are **eligible** for an unpack interview



THREE Delivery Options:

1. Face-to-Face with external Consultant
2. Remote via Webex
3. Self-delivered by school

Preparing for Interviews

THREE Key Actions:

1. Confirm student eligibility
2. Create **interview schedule** and engage supervising / support staff
 - **Confirm** interview preferences, dates, times, and number of students expected to attend interviews
 - **Parent / Guardian / Learning supporters** may be welcomed to attend
 - Add dates to **school planner**
 - **Notify** students, others attending interviews, and key school staff when interviews occurring
3. Organise **interview spaces** with any required **accessibility supports** and prepare **supervisors** for their responsibilities

MCI Interviewing Resources

You will receive from your Program Coordinator: -

- ***‘Preparation to Interview’*** email with planning tips and requirements
- **Interview Schedule** template
- **‘1-Page Interview Checklist’** to help with your planning
- **Student feedback survey** link

INTERVIEWING – 4 Key Steps		My Career Insights (Morrisby)	
1. 'Unpacking' Interview Preparation	- Ensure all Year 9 students have had the opportunity to complete one of the three available profiles - only Year 9 students with a completed profile are eligible for a 'Morrisby profile unpacking' interview. Review using Morrisby Advisor Access -> Morrisby Manager - Check number of eligible students expected to attend interviews - Liaise with MCI Program Coordinator to confirm interview dates, interview numbers and delivery (F2F / Remote) - Check your school calendar for any new events that could impact on the availability of students or supervising staff (eg. athletics, swimming, assemblies, excursions etc.) - Organise supervising staff for all interview dates inc. key contact person for liaison with MCI Program Coordinator - Book interview rooms in a clean, comfortable, quiet location that enables supervision, has tables / seating, and access to laptop power / internet - Complete 'visitors information' document & return to MCI Program Coordinator Click HERE for form Remote Webex Interviews - Organise the required number of laptops, and where possible provide headphones with a microphone - Test Consultant Webex links (on schedule)		
2. Scheduling Students	- Interview schedule received from Program Coordinator - Allocate students to interview times / days - Ensure Interview 'type' (onsite or remote) is clearly labelled and highlighted. Webex links for each consultant are included (confidential contact details are listed on Sheet 2 of schedule) - Advise interview times / dates / Webex links (if appropriate) to students, parents and any learning support staff assisting with interviews - Organise someone to help locate students ensuring they arrive 5-10 minutes early - Remind students / Y9 staff 1-2 days before interviews		
3. Interview Day/s	- Online profile reports will be unlocked one business day before interviews commence. Print short reports (optional) - Key contact must be readily available by mobile phone throughout the day - Check student absences in the morning and have a backfill list of students (eg. Replace / bring forward a student interview time / day) Onsite (F2F) Interviews: - Meet Career Consultants at reception, show where amenities are located and escort to their interview room Remote (Webex) Interviews: - Setup Consultants' meeting rooms prior to first interview - Open Consultant's Webex meeting room -> Click on link provided or join from webex.com - Select "Join meeting" in top right corner -> Enter meeting room number - Student types in their name and Consultant will admit them to meeting room - At end of the interview, the Consultant will close the meeting (student should not close the meeting room) - Leave Webex link showing on screen for next student (mute for recess / lunch breaks)		
4. Remaining Interviews and Follow-Up	- Arrange date with MCI Program Coordinator to have remaining students interviewed remotely by Webex ('mop up') - Encourage students to complete student feedback survey, share profile conversations with family, teachers, friends - Encourage students to revisit online profile and refer to info in school-based career conversations. Click HERE for Y10+ resources		

Interview Day



A one to one unpack interview will take approximately **30 minutes** and a **key contact** should be readily available throughout the day to check attendance, support students, and contact the MCI Program Coordinator with any important updates.

During the unpack conversation, elements of the profile will be explained and discussed, and the student will learn how to **navigate**, use **features**, and **customise** their online profile. Your Consultant will: -

- Provide an overview and understanding of results to encourage a conversation that highlights strengths, interests, and aspirations
- Explore, select and add favourite careers and subjects aligned to their profile
- Build student confidence in using the Morrisby platform independently
- Customise profile settings (education levels, qualification levels, preferences)
- Demonstrate key platform features, functionality, and resources
- Support students to begin their post-school and future career exploration journey
- Show how students can retake questionnaires in future

A **summary** of the interview conversation will be recorded in the student's online profile and students should be encouraged to complete the MCI **feedback** survey

Self-Delivery



Your school may prefer to self-deliver interviews for some or all students.

- Some schools report that this can create new or additional bonds and exchange of information in a **3-way conversation** between student / parent / school.
- Self-delivery can also be useful when it is difficult to schedule a student interview for a specific day, or the student experiences elevated anxiety when engaging with unknown people.

Only a **Morrisby Trained Adviser** can conduct an unpacking interview

- If Aptitudes modules are completed, only a Fully Certified Trained Advisor can unpack these results. (It is also recommended that this person is a qualified career practitioner).

Following completion of a Morrisby Unpack interview, it is essential that all required steps are completed in the **Morrisby Manager system**.

Wrapping Up & Completion

- **Continue profiling.** Encourage students who missed out on profiling to complete before end of year
- Discuss alternative dates for possible **catch-up interviews**
- Submit Student and School **Feedback** Surveys
- Review and share school **completion reports** with senior teachers and Principal team
- Plan to **revisit** Morrisby profiles in following years
- Submit program dates and preferences for participation next year



Revisiting Morrisby Profiles



Completing the Morrisby profile is a valuable step in a student's career planning journey.

Completing the Morrisby profile is just one step in a student's career planning journey.

As students move through their education, encourage them to revisit their Morrisby Profile and add more depth of information;

Ongoing career conversations across senior years

- Integrate reference to Morrisby profiles
- Access 10+ resources including lesson plans and workbooks
- Use profiles to develop Career Action Plans and assist decision-making around work experience and workplace learning
- Highlight the benefits of suitable study options including VCE, VCE-VM, VPC and VET



MCI Program Resources

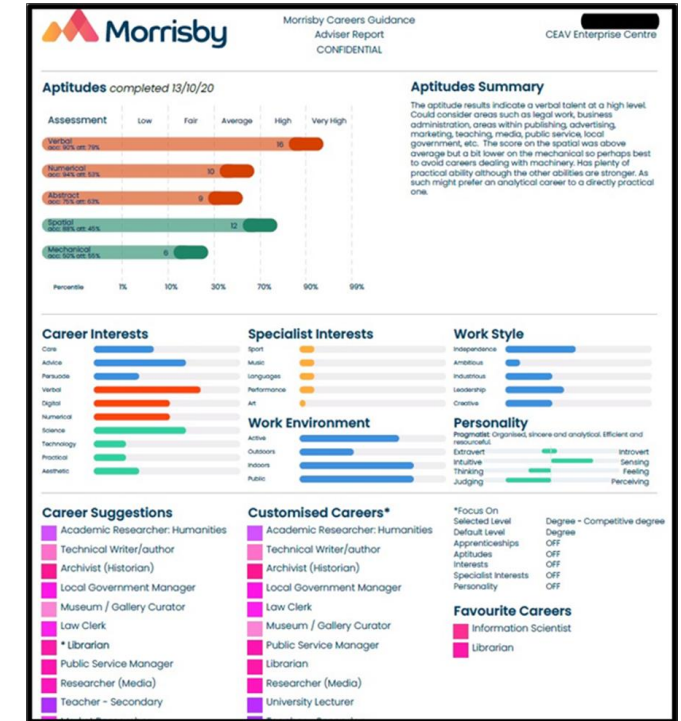
- **Morrisby Adviser Access**
- **Morrisby Training**
- **Completion Data**
- **My Career Insights**
- **Morrisby Australia**

Morrisby Manager Adviser Access

Access to Morrisby Adviser View allows school staff to **manage elements** of their school's MCI experience:

- **Monitor** progress and completion rate of Morrisby profiling and interviews
- Access student **Morrisby profile reports** and **completion reports**
- Generate student **recovery** and **transfer codes**
- View / download key documents inc. Adviser summary report

** Key school staff will be given access to Morrisby Manager Adviser View and provided with an **Adviser Access Guide** which outlines functionalities in detail.



Why Complete Morrisby Training?

1. Familiarisation
2. Knowledge
3. Self-Delivery

Two Types of Certificated Training

Optional Aptitudes Training

- Completion of a personal Optional Aptitudes Morrisby profile
- 1 - 1.5 hours of self-paced training modules
- Understanding of Optional Aptitudes, Morrisby Careers and Elemental Aspirations profile reports
- Ability to 'unpack' Interests and Personality Questionnaires

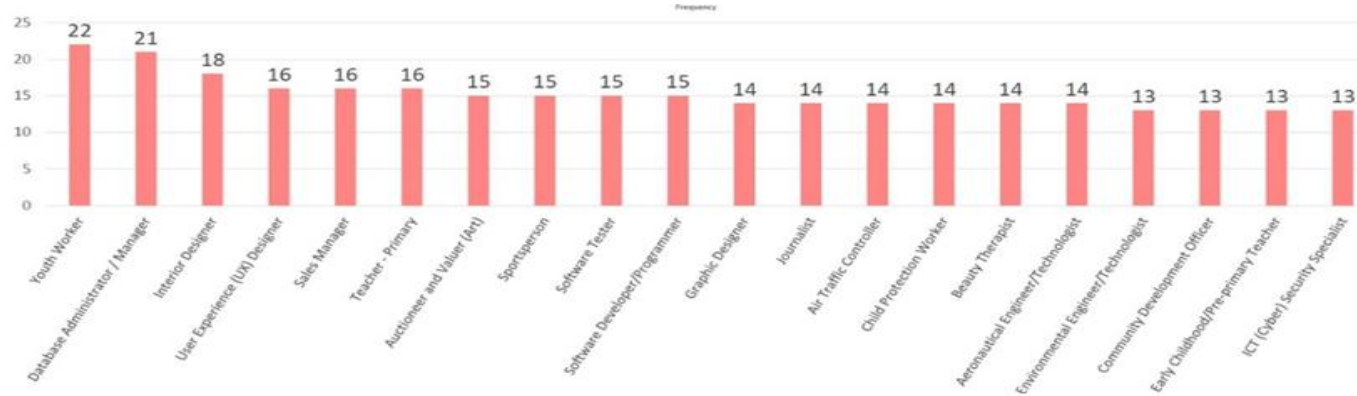
Full Aptitudes Training

- Completion of a personal Morrisby profile including Aptitudes
- 4 - 6 hours of self-paced training modules
- Understanding all types of Morrisby profile reports
- Ability to 'unpack' all profiling quizzes & questionnaires including the Aptitude results

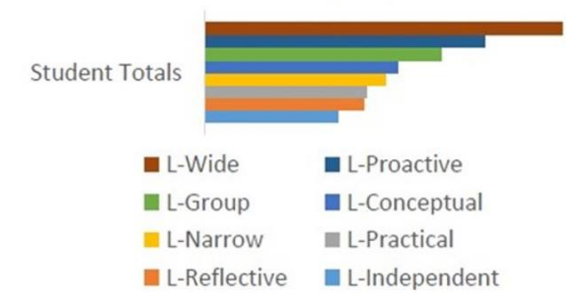
(FREE for school staff and eligible for logging PD!)

Completion Data for Schools

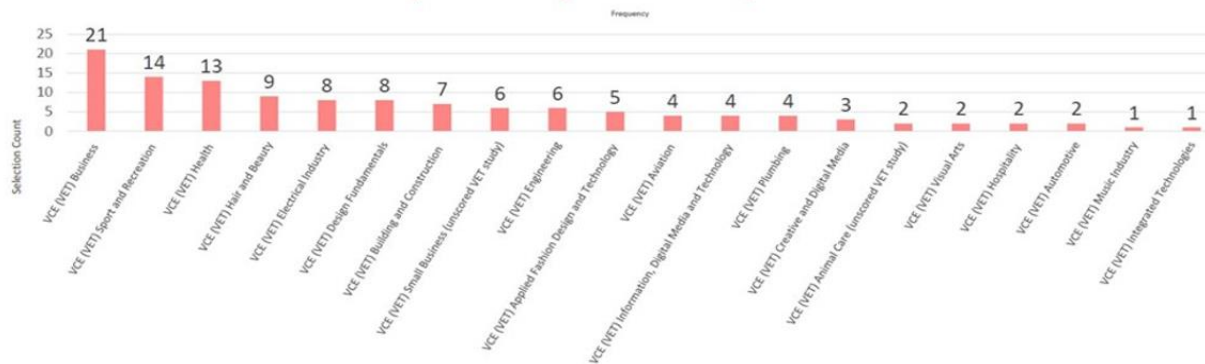
Top 20 Career Suggestions



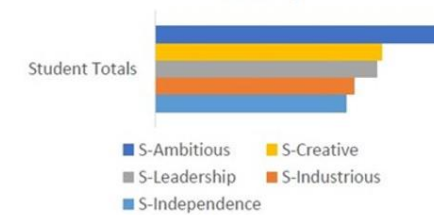
Learning Style



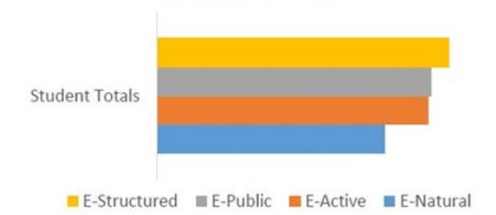
Top 20 VET Subjects Selected By Students



Work Style



Work Environment



My Career Insights + Morrisby Resources

1. My Career Insights Team

Ongoing support available to assist with program planning and delivery

- MCI Program Coordinator
- MCI General & Technical Support: (03) (9033 8033) / support@acce.org.au

2. MCI Website: (<https://acce.org.au/services/my-career-insights/resource-library/>)

General info & key resources for My Career Insights program

- Resource library and dedicated tab for Specialist resources
- Webinars & Videos
- Planning Checklists
- Adviser Access Guide

3. Morrisby Manager: (<https://manager.morrisby.com/login/>)

Staff access to view student data & profile reports

- Monitoring of program activity and progress
- Access to assign / impersonate students, add notes when self-delivering

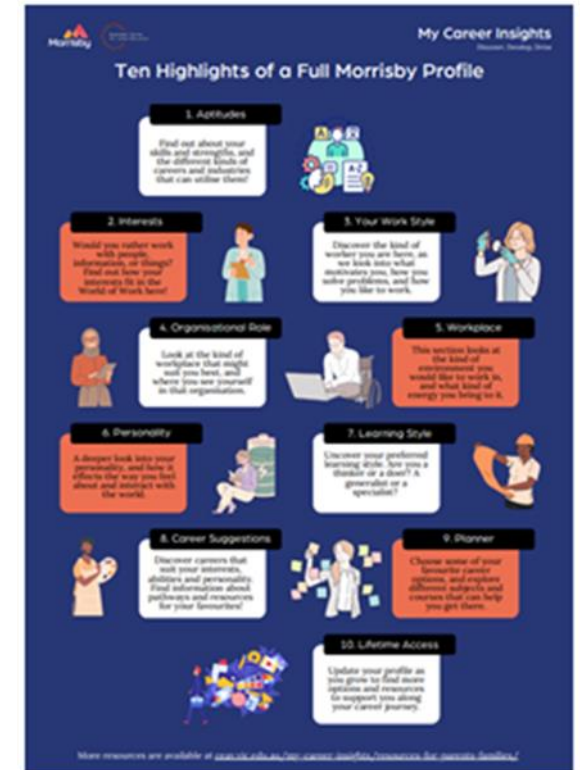
4. Morrisby Website: (<https://app.morrisby.com/login/>)

Morrisby registration, student online profile report and links to a wide range of resources to support profile exploration

5. Morrisby Australia: (<https://www.morrisby.com.au/>)

Morrisby overview and products suited to all schools including Y10+ in independent and Catholic schools

- Support bot for Q & As





Morrisby in the Specialist Setting

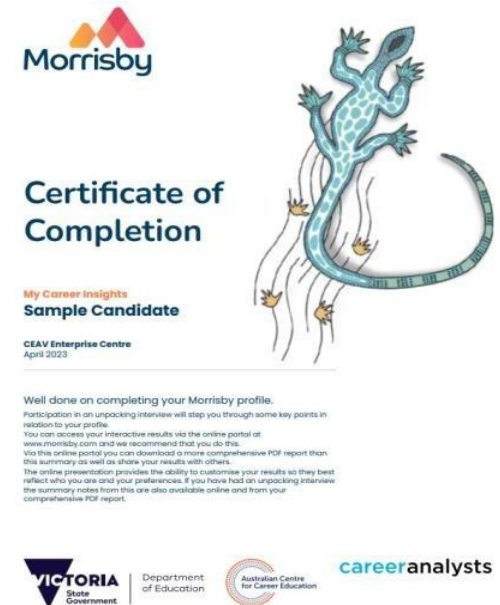
About Naranga

Naranga School is a specialist school in Frankston that supports students with mild to moderate intellectual disabilities. The school provides a calm, structured, and highly supportive learning environment tailored to each student's individual needs. With a strong focus on communication, life skills, independence, and positive behaviour support, Naranga helps students build confidence and succeed both in and beyond the classroom



Morrisby Journey

- Naranga first implemented Morrisby testing in 2020 to support students in exploring their strengths, interests, and future pathways.
- It allowed students to feel included in the transition/pathway journey, alongside their mainstream peers.
- Since then, the school has continued to develop and refine its use of the program, and it has become an integral tool in assisting with the guidance of career conversations and pathway planning for students.
- Over time, staff have grown in confidence using Morrisby data to support students.



Highlights for your students participating in the My Career Insights program

Students own words:

Were learning to feel more grown-up and confident, and it helps us to learn what strengths we have and what we might like to do in the future

We like that we are doing something that all schools are doing

We can take the information home and talk about us and careers we could possible do

It talks about what we are good at and what are strengths are

It helps plan work experience and talks about what skills that work may need.

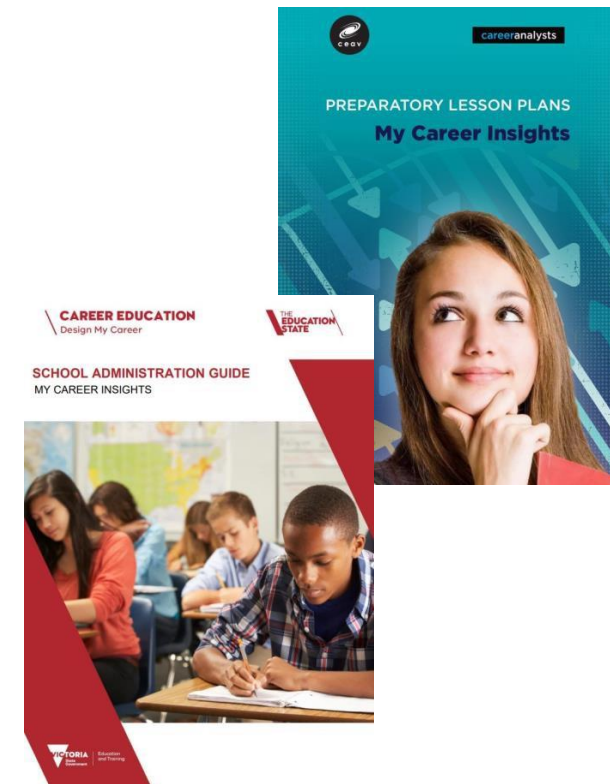
We can see what the future could be like

The collage consists of four overlapping sample pages from the 'My Career Insights' program questionnaire:

- Top Left Page:** Titled 'Three positive words that describe me'. It includes a green header box with the title and a list of examples: 'Examples include happy, outgoing, friendly, sporty, polite, healthy and creative.' Below this, it says 'The Logistician' followed by a list of traits: Factual, Analytical, Practical, Organised, Investigative, and Realistic.
- Bottom Left Page:** Titled 'My top three interests'. It includes a green header box with the title and a prompt: 'Think about activities you do at school and outside of school that you enjoy, such as playing football or babysitting. Interests also include things like music or gaming.' Below this is a section titled 'Interests: Your career interests' with a horizontal bar chart showing interest levels for categories like People, Information, and Things.
- Top Right Page:** Titled 'My top three skills'. It includes a green header box with the title and a prompt: 'Skills are things you can do well. Everybody has skills. For example, listening, team work, problem-solving and planning are all skills that can help you do well at school.' Below this is a section titled 'Your Style' with a list of traits: Reflective, Contemplative, Detailed approach, Determined, Ambitious, Down-to-Earth, Realistic, Supportive, and Helpful.
- Bottom Right Page:** Titled 'Learning Style - Aptitudes'. It includes a section titled 'Work Style - Interests' with a list of traits: Determined, Ambitious, Down-to-Earth, Realistic, Supportive, and Helpful.

Inclusion considerations for students with special needs

- Time, Cognitive and Processing
- Breakdown of questions, Literacy and Language considerations
- Amount of questions
- Environment and logistics
- Parent and carer communication
- Post assessment reflection supports
- Attention timespans



Administration challenges & tips for schools who may be new to facilitating the program

Administration Challenges

- Understanding the aims of the program
- Understanding the structure of the program
- Connecting with parents and supporting attendance at Interviews
- Logging into devices and developing confidence with the IT processes

Tips for schools

- Staff should complete the quiz themselves to build familiarity
- Students should engage in several practice sessions beforehand
- Allocate additional staff to support students during the assessment
- Provide visual supports to guide students in answering questions
- Schedule a minimum of 3.5 hours for completion (even if most students finish earlier)

Overcoming Barriers

We understand that some schools and individual students experience barriers to participation in the MCI program



Preparation and Profiling

- Prioritise more mature students
- Options to distribute consent and parent flyers
- Importance of preparation class
- Select best Profile type for individual student needs
- 1 – 1 staff support and rest breaks
- Interpreter, Scribe, Tech support
- Text → audio software eg. Google translate, 'Boardmaker' visuals
- Questions & answers enlarged on a screen
- Answers selected with emoji cards or recorded on paper - to be entered by staff online

Overcoming Barriers

Preparation and Profiling – Additional Notes

We understand that some schools and individual students experience barriers to participation in the MCI program. Here are some suggested strategies to adjust for disability, overcome individual barriers and accommodate special needs that **can** be made and **have been** made in schools who have already participated in MCI.

- Consent and parent flyers – distribute by paper, digital eg. Compass, verbal template, translations available.
- An introductory class that focuses on what, why, how, and introduces some practice questions and discussion around the meaning of specific words or concepts in the questionnaires that maybe unfamiliar or appear complex or presented
- In specialist settings or for students with learning needs, schools may choose to register students on their behalf using a school email address and school generated PW
- Consideration of best profile type to be selected for individual student needs, capacity and comprehension. Optional aptitudes profiling provides the most flexibility and allows for extra time and rest breaks without any time pressure.
- To support and assist literacy, comprehension, and knowledge of language, 1-1 staff support is usually essential to provide guidance with process and explanation of unfamiliar language. Additional strategies could include use of: -
- Text → audio software eg. Google translate, questions & answers enlarged on a screen, 'boardmaker' visuals or emoji cards
- A translator/ interpreter, scribe, to record answers on paper and entered online on behalf of the student.

Overcoming Barriers

*We understand that some schools
and individual students
experience barriers to
participation in the MCI program*



Interviews and Customisation of Profile Results

- Preparation class
- Personalise profile - add / remove / search for appropriate career options and employment fields of interest, and change toggles
- Adjust qualification / educational levels and toggles to focus on Aptitudes, Interests, Personality
- MCI hand-picked Consultants for specialist settings
- Supporters to attend interview - staff / ES, interpreter, family member
- Self-Delivery

***** Discuss specific needs with your Program Coordinator *****
***** Run a trial program *****

Overcoming Barriers

Interviews & Customisation of Profiles – Additional Notes

It is important to have a conversation with your Program Coordinator about your student's specific needs and together we may be able to come up with new solutions to overcome specific barriers. If it is your 1st year of My Career Insights participation or you are unsure how your student will manage each stage of the program, you could consider running a trial program for a small number of your more capable students.

- A Preparation class will help students to know what to expect in an interview and to prepare some questions they might have
- Morrisby does not identify or factor gender in generating career suggestions, and if Aptitudes are completed, ipsitisation will highlight strengths
- A student can add / remove / search for appropriate career options and employment fields of interest
- Online profiles incorporate various toggles and filters that can be applied to change the focus on Interests, Personality and Aptitudes where completed
- Qualification / Education levels can be adjusted for different expectations of post-school study, apprenticeships, or employment interests (default is VPC / FT employment) This will change career suggestions
- MCI has a selective pool of Consultants skilled at engaging with students with a disability or specific communication style. They are also trained to look for response patterns that could have impacted profile results eg. there may be tendency to respond to questions positively rather than discerning and reflective responses
- By inviting supporters (such as learning support staff, or a family member) to attend a student interview this could help to ease any anxiety, assist in building a conversation, and create comfort in communicating with someone unknown. Alternatively, remember you have the option for Self-Delivery of Interviews

Value for Students

A student's unique Morrisby Profile and interview will help them discover, develop, and drive their own career planning with hope and aspiration.

- Opportunity to self-reflect and learn more about themselves and gain confidence to start taking control of their future
- Discover and explore career suggestions and destination journeys
- Develop career planning skills and make informed decisions
- Supports post-secondary transitions
- Career conversation starter
- Revisit, update, and customise profile throughout schooling and beyond
- Lifetime access



Value for School Career Education

My Career Insights (Morrisby) is an inclusive careers program for students aged 15+ in specialist and alternative settings.

- Excellent lead-in to Senior Secondary pathway reforms incorporating **curriculum focus**
- Exploratory system for career education that speaks to student and encourages parents to engage in career planning with schools
- Useful tool and resources to use in conjunction with **Career Action Planning** and other school careers programs
- Tangible and valuable asset for student self-discovery, building capacity, and lifelong learning, to help students plan and make **informed decisions**
- Individual Morrisby reports provide **insights** for teachers
- Collated school data for planning **future career programs**

MCI Program Coordinator

Available to support you
with MCI program
information, resources,
and ideas for best
practice



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QUESTIONS? Implementing Best Practice within your school

