# Myskillsfuture

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User Guide on Navigating the Student Portal (Pre-University)

SKILLS Future SG USg

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An initiative of: SKILLS future



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# 2 PRE-LOGIN FEATURES

### 2.1 ABOUT

Get an introduction on MySkillsFuture for Students and Education and Career Plan via the About menu.

### 2.1.1 MySkillsFuture for Students



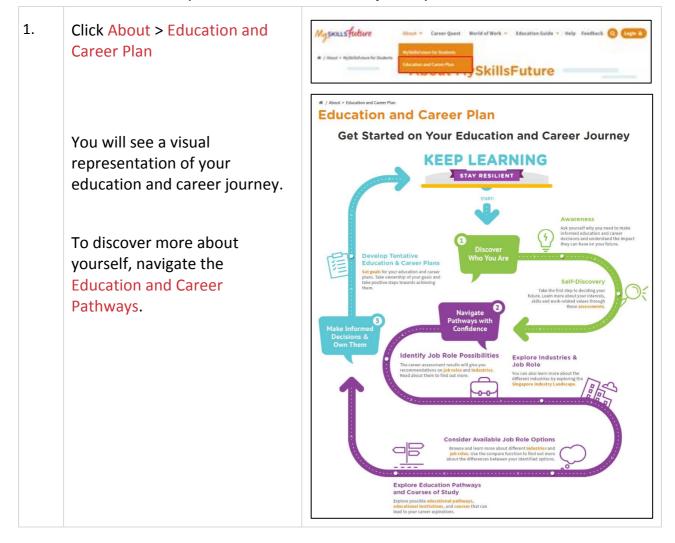
Figure 2-1: About MySkillsFuture for Students

Get an introduction of the Student Portal.

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### 2.1.2 Education and Career Plan

Get an introduction to your education and career journey via the About menu.



### **MySkillsFuture Student Portal (Pre-University)** Pre-Login Features



### 2.2 LOGIN

1.	Click the Login icon to access the Login window.	MySKILLSFuture About * Knew Yourself World of Wark * Education Guide * Help Feedback Organization
2.	Enter your User ID and Password in the Login window to access your MySkillsFuture account.	Login X Students and Teachers User ID Password User ID Password Forgot your password?
	<ol> <li>For new users:</li> <li>Your NRIC/UIN/FIN will be your User (Login) ID.</li> <li>Enter your User ID and temporary password (provided by your school).</li> <li>From this point on, you will be directed to a Settings page to key in a new password and complete other details.</li> </ol>	Sign In       Cancel         ECG Partners       If you have not registered for CorpPass, please register and create CorpPass user accounts for your entity. For more information, click here         CORPPASS Login       OR

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## 2.3 FORGET PASSWORD

Should you forget your password, you can request for a password reset to be emailed to you.

1.	From the login screen, click on "Forgot your password?" link and follow the instructions.	Login       X         Students and Teachers       User ID         User ID       Password         Jser ID       Password         Forgot your password?       Sign in         Cancel       ECG Partners         If you have not registered for CorpPass, please register and create CorpPass user accounts for your entity. For more information, click here         CORPPASS Login       OR
2.	Enter your User ID and type in the characters shown in the given image.	Myskillsfuture About • Know Yourself World of Work • Education Guide • Help Freedback @ Course # / Inset Passworl  Besset Passworl  User ID  Please enter the characters shown in the Image below *  Enter the characters shown in the
3.	You will be prompted to answer your pre-saved security question.	MySKILLSfuture About * Career Quest World of Work * Education Guide * Help Feedback Q Togen & * / Rest Password Reset Password Music from the storify question: Music from t
4.	If the answer is correct, a password reset email will be sent to your mailbox.	<ul> <li># / Reset Password</li> <li>Reset Password</li> <li>A password reset email has been sent to your mailbox.</li> </ul>
	For the wrong answer, the system will prompt you again to answer the security question. If you answer wrongly for 3	
	times, the system will lock the	

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User ID from any log-in
attempts for 15 minutes.

**MySkillsFuture Student Portal (Pre-University)** Pre-Login Features



### 2.4 HELP

Nat	rigating the Portal
	pic addresses the pre-login and post-login features. It includes commonly asked questions on navigating the portal.
GI	ENERAL QUESTIONS ON MYSKILLSFUTURE
	L What is MySkillafuture? MySkillafuture is a one-stop portal, which enables you to make informed education and career choices, and empowers you for lifelong learning.
	2. How do I use MySkillsFuture? It is a resource for you to discover your interests and strengths, learn more about available education and career plathways, and make education and career plans.
	<ol> <li>Whe is MyskillsFuture for?</li> <li>The portal is designed for individuals from Primary 5 students through to adulthood.</li> </ol>
	1. Primary 16 to Pri-biberothy students will use the portal through structured classown learning, as a bolf or education and curser exploration and planning. 2. Polytachen, IT and entenotry students, national servicemen and adults will use the portal independently, supported by counsellors for curser planning, build realisticne and lifelong learning. 3. Employment, will use the portal to reach planeters, access education and balan-market information to tabupe that advise, and devisement of their worked. 4. Temployment will use the portal to reach planeters, This portal will enhance such providers' knowledge on market trends to deliver customised and quality training.
	4. How do I use MySkills/hure Student Portal1 If you are a student from Primary 5 to Pre-University, the portal is designed to help you discover your interests and strengths, and guide your education and career development at every stage of your education journey.
	S. What is the difference between ecareers ag and MySkillSruture Student Pertal? Currently, ecareers ag is the portal used to support Education and Career Guidance lessons in Primary 5 through to Pre-University.
	MySillintaine Student Perful all replace scancers as and ensure a smooth stantism from school life to adulthood. It contains now features such as an enhanced occupations database, interactive enable for Primary school students to learn about industries and jefes and reflections questions that will enable students to consolid those featuring while applicing the perful.
	6. What is the purpose of the MySkillsFuture Student Portal (Pre-University)? MySkillsFuture Student Portal (Pre-University) is designed to facilitate Education and Career Guidance (ECG) for Pre-University students.
	The focus of ECG at the Pre-University level is for you to crystalize your career self-concept and to make well-informed decisions and education and career plans.
	Designed to support ECG lessons, the portal will enable you to: • Develop awareness of your Career Interests, Stall Confidence, Work Values and Learning Styles • Explore and Isam more about different careers in the World of Work • Prospare for education and career plans for the next stage
	7. How will MySkillsFuture Student Portal (Pre-University) benefit me? The portal is designed to bring you through the education and career planning process. You are able to learn about your career interests, skills, work values and learn splice through interactive tools. You will be able to be into a database of occupations and information on educational institutions and courses to facilitate your education and career planning.
GI	ENERAL QUESTIONS ON NAVIGATING THE PORTAL
	ENERAL QUESTIONS ON DEVELOPMENT AND THEORETICAL UNDERPINNINGS

### Figure 2-2: Help

You can access the Help section by clicking on Help as shown in Figure 2-2. The Help section will contain Frequently Asked Questions and user guides.

### 2.5 HELP AVATAR



Figure 2-3: Help Avatar

While you are exploring the various features in the site, you will see a Help Avatar on some pages. This avatar (Figure 2-3) will provide you with relevant information about the page or features which you are currently at.

The guide provided by the avatar can be closed simply by clicking on the Help Avatar Icon.



## 2.6 FEEDBACK

脅 / Feedback	
Feedbac	K
Helpdesk Contact Informatio	<u>n</u>
Please email studentportal@	MySkillsfuture.sg or call 6684 9020 for enquiries.
Operating hours are from <u>8a</u>	m to 7pm (Mondays to Fridays) and from <u>8am to 1pm (Saturdays)</u> . Closed on Sundays and Public Holidays.
You may also send your enqu	uiries through the feedback form.
More information on MySkill	sfuture Student Portal can be found in the Frequently Asked Questions (FAQs).
* denotes mandatory	
Salutation *	Name *
Ms. 🗸	Name
Contact Number (Mobile/Hon	ne)
Mobile/Home (optional)	
Email Address *	
youremail@mail.com	
Section *	
-Please select the section -	×
Comments *	
Please type your comments here	2
Please enter the characters sh	3000 of 3000 characters remaining
Enter the characters below	
90976	
Get new Image	
This is a security feature that protects of	ur website and your information against attacks from robots and automated programs.
Submit	Cancel

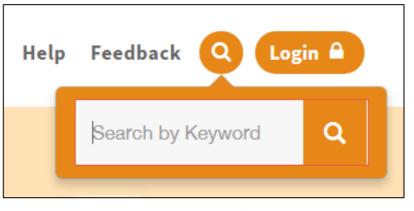
Figure 2-4: Feedback

You can submit your feedback or questions to Helpdesk using the Feedback feature (Figure 2-4).

**MySkillsFuture Student Portal (Pre-University)** Pre-Login Features



### 2.7 SEARCH





Search for Job Roles, Educational Institutions and Courses by clicking on the icon (Figure 2-5) and entering keyword(s).

Job Roles	Educational Institutions	Courses
Display Options	243 programmes found	1 2 3 4 5 6 7 8 9 10 >
/iew by		
Tile View 🗸	AEROSPACE/MECHATRONICS PROGRAMME	BACHELOR IN SCIENCE (DIAGNOSTIC
ort by	NANYANG POLYTECHNIC	SINGAPORE INSTITUTE OF TECHNOLOGY
Title A - Z 🗸 🗸	http://www.nyp.edu.sg/schools/seg/full-lime-courses/aeros pace-mechatronics-programme.html	This one-year honours degree programme, jointly awarded b y Singapore Institute of Technology (SIT) and Trinity College Dublin (TCD), aims to extend the knowledge and
	Polytechnic Diploma	Bachelor's Degree or equivalent

Figure 2-6: Search Results

Click on relevant Job Roles, Educational Institutions, or Courses which you have entered in Figure 2-5.