

CMA & myCCO

Presenters: CMA - **Craig Hanson** – Assistant Dir. KPDC
myCCO - **Erik Props** – Associate Dir. Undergraduate & Alumni

Agenda for Presentation:

CMA

- Defining: CMA = CSM = Symplicity \neq myCCO
- Completing the Registration process = Gain full capability
- Demo Home Screen, profiles, menus, options, tools
- Documents – Yours
- Documents – Ours
- Resources
- Jobs Postings
- Employers
- Events
- OCR's (On Campus Recruiting interviews)
- Others
- Jump to CCO button (Demo)

myCCO

- How to Complete the Registration process
- Demo Home Screen, menus, options, tools
- Other stuff same as above
- Jump back to CMA button (Demo)

Welcome, Craig Hanson.

search



My Account



Jump To

Log Out

JUMP TO

CCO



Your feedback is welcome.

NEWS FEED

Show Me



NOTIFICATION

Job Finder has matches for you

- [HR Coordinator \(100%\)](#)
- [HR Recruiter \(100%\)](#)
- [Human Resources Officer II \(100%\)](#)

[See the Full List](#)



ANNOUNCEMENT

Krannert Master's Career Fair

"Save the Date!" **Krannert Master's Career Fair.**

September 4th - 5th - in Rawls Hall.

Registration is open for employers.

Click on events link at upper right side of your home screen.



ANNOUNCEMENT

TopMBA Careers - Register NOW

Go to www.qs.com/topmbacareers/members/register

KPDC has added TopMBA to our available services. Companies world wide can search Krannert resumes as well as they post jobs on the TopMBA job board. This is a good opportunity for all students, especially those who are seeking postions abroad.

STUDENT



[Jobs I Qualify For](#)



[Purdue Career Wiki](#)



[CCO Website](#)



[LinkedIn Group for Krannert Graduate Career Services](#)



[Document Library](#)



[Career Finder](#)

ATTEND EVENTS

GETTING STARTED



[Account Created](#)



[Personal Profile](#)



[Academic Profile](#)



[Privacy Settings](#)



[Resume](#)



Welcome again to Krannert From the Krannert Professional Development Center (KPDC)!

As part of your next steps, we'll be meeting to review your resume. We will also share critical dates and important resources, guide you through the career mapping process and answer any questions. In advance of our session, please complete the following steps.

Activate Your Career Management Account (CMA):

1. Go to <https://krannert-purdue-csm.symplificity.com/students/>
2. Use your Purdue email address as your user name
3. Use the temporary password Krannert2014 to log in
4. Complete the survey and agree to the terms and conditions of use
5. Complete all sections of the Profile. Note: you will not be able to advance past the profile area until you have completed all required fields.
6. Change your password

MBA Focus:

1. Go to <https://gtscandidate.mbafocus.com/Purdue/Candidates/Login.aspx?pid=1515> (for STEM, MSF, MSIA) or go to <https://gtscandidate.mbafocus.com/Purdue/Candidates/Login.aspx?pid=1516> (for MSHRM and MBA)
2. Click on New User. Use your Purdue email address
3. Create an account

Upload Resume into your CMA/Set up Skype Session with your Career Coach

1. Access the Resume Guide by logging into your CMA and clicking on the Document Library in the Quick Link section on the right side of your homepage. Use this information to develop your first draft.
2. Submit the first draft of your resume by clicking on the Document Tab and Add New
3. Schedule your Skype Session by clicking on the Document Library and following the instructions outlined in the "Appointment Scheduling Instructions"

Whether you are a new professional, career enhancer, or career changer, we are thrilled to have you on board and look forward to working with you!

