



HumanJobs

INCLUSIVE EMPLOYMENT FOR YOUTH

MANUAL FOR HUMANJOBS PLATFORM

Project Number: 2022-2-PL01-KA220-YOU-000098517



WWW.HUMAN-JOBS.EU



EduCompass

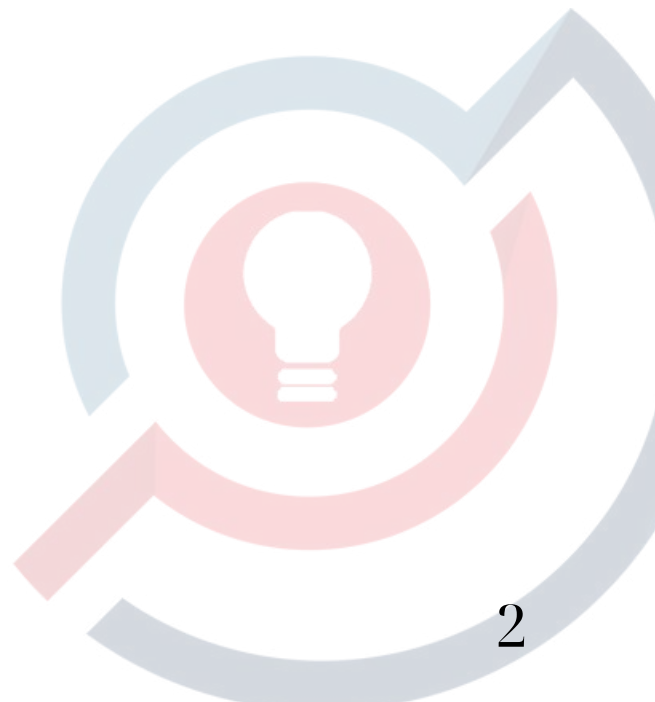


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TABLE OF CONTENT

Introduction	03
Getting Started	04
Platform Structure	05
All Courses	06
Interactive Quizzes	09
Contact Us	12



INTRODUCTION

Welcome to the Human Jobs Platform, an innovative and user-friendly digital space developed under the Erasmus+ program to support youth, especially NEETs (young people not in education, employment, or training) and individuals with mild physical disabilities, in discovering meaningful career paths within the humanities sector.

The platform offers an engaging experience that combines career guidance tests, educational resources, and motivational content. Through animation videos, and tailored assessments, Human Jobs empowers users to explore professions in social work, psychology, therapy, mental health services, and other fields rooted in humanities.

Whether you're at the beginning of your career journey or looking to redefine your path, this guide will walk you step-by-step through the features of the platform, helping you make the most of its tools and resources to chart a rewarding professional future.



GETTING STARTED

To begin exploring your career journey with the Human Jobs Platform, simply visit the following link:

<https://platform.human-jobs.eu>

The platform is fully web-based and accessible on both desktop and mobile devices, with no need to download or install any software.

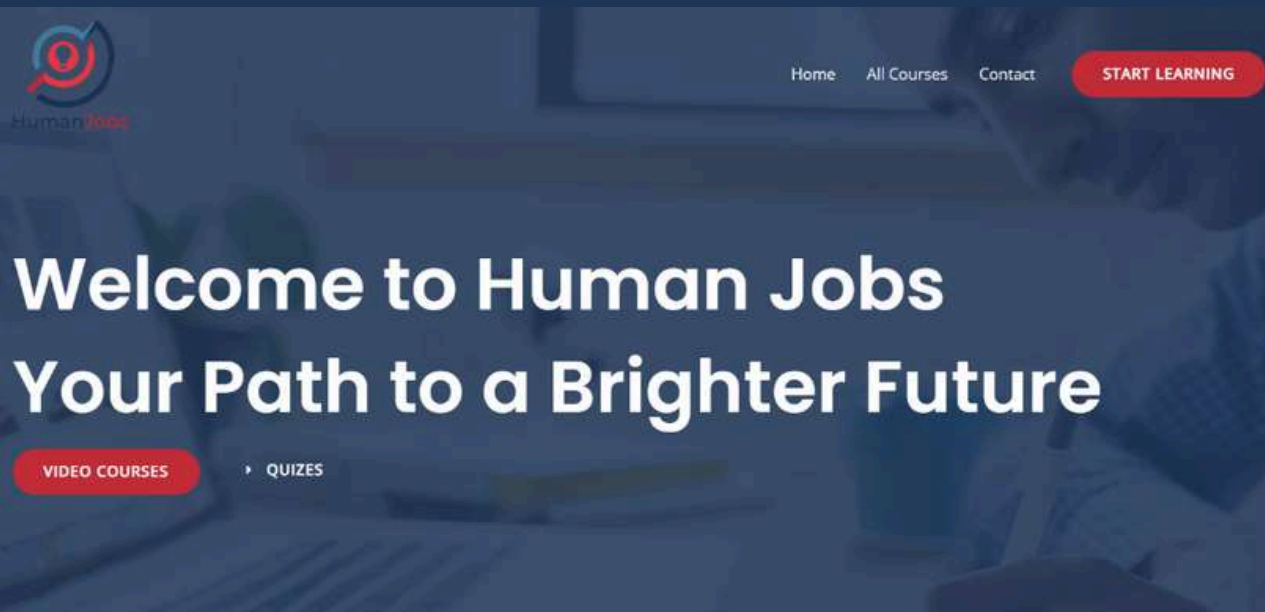
What You'll Need:

- A stable internet connection
- A modern web browser (Chrome, Firefox, Safari, or Edge recommended)

Who It's For:

- Young people not in education, employment, or training (NEETs)
- Youth with mild physical disabilities
- Anyone interested in exploring a career in the humanities sector

Once on the platform, you can freely navigate through its interactive sections, take the Career Guidance Test, and explore personalized career pathways tailored to your profile and interests. Whether you're just getting started or already exploring career ideas, Human Jobs is designed to meet you where you are.



At Human Jobs, we are deeply committed to guiding and empowering young individuals in today's challenging job market. We understand the hurdles you face, and we're not just another job platform. We're your dedicated partners here to help you discover your true potential and pave the way to a future filled with



PLATFORM STRUCTURE

The Human Jobs Platform is built with simplicity and accessibility in mind, making it easy for users to explore and interact with its features. The top navigation menu provides quick access to all key sections, helping you smoothly move through your career discovery journey.

At the top of every page, you'll find the main navigation bar, which includes:

- **Home** – Brings you back to the platform's main landing page, where you'll find a welcome message and links to the Career Guidance Test and other starting points.
- **All Courses** – A direct gateway to the platform's learning content, including educational videos, interactive quizzes, and practical resources designed to support your exploration of humanities careers.
- **Contact** – Allows you to get in touch with the project team for support, questions, or collaboration opportunities.
- **START LEARNING** – A bold red button that immediately launches the core learning experience of the platform. From here, you can dive into the interactive tools, training materials, and career guidance activities tailored to your personal profile and interests.

This consistent menu layout ensures that all essential features are always within reach, allowing you to navigate the platform confidently and without interruption.



Home

All Courses

Contact

START LEARNING

ALL COURSES

The All Courses section of the Human Jobs Platform is where learning meets inspiration. It offers users access to a rich library of 50 job-how video lessons, designed to support personal growth, professional readiness, and career exploration in the humanities.

These video lessons are short, accessible, and packed with practical value, perfect for young people navigating their path toward a fulfilling career. They are grouped across different themes that reflect key areas of development and real-world skills.

Course Themes and Highlights

Career Exploration & Humanities Pathways

- Understanding Your Career Path in Humanities
- Entry Level Careers in the Humanities
- 5 Reasons Why Jobs in the Humanities Are Needed
- What Are Humanities?
- Change the World with Your Passion: Careers in the Humanitarian Sector
- Master the Art of People: Careers that Harness Your People Skills

Career Skills & Workplace Readiness

- How to Ace Your Job Interview & Get Hired!
- How to Write a Resume That Gets You Hired!
- Creating a Standout CV and Cover Letter
- Networking and Finding a Job
- How to Prepare for Online Job Applications
- How to Deal with a Bad Day at Work
- How to Speak Professional English at Work
- How to Write Professional Emails That Get Replies
- Understanding Work Contracts and Employee Rights
- How to Prepare for a Job Interview in the Humanities Sector
- How to Write a Professional Email to Communicate with Employers
- How to Handle Workplace Challenges and Conflict Resolution



Self-Knowledge & Personal Development

- Who Am I? Find Your Strengths & Build Your Career
- How to Identify Your Strengths for a Meaningful Career
- Building Confidence for Your First Job
- Mastering Self: Unlock Your Intrapersonal Intelligence for Personal Growth
- Rock Your Career: Aligning Your Job with Your Core Values
- Soft Skills vs. Hard Skills – What Really Matters?
- Soft Skills Employers Look for in Humanities Jobs
- Mental Resilience in the Workplace

Multiple Intelligences for Career Success

- Mastering Mathematical Intelligence
- Harmony: Enhancing Your Musical Intelligence
- Word Wizards: Unlocking Your Linguistic Intelligence
- Move to Learn: Harnessing Kinesthetic Intelligence

Professional Growth & Strategy

- The Ultimate Guide to Launching Your Career in the Humanities
- How to Get Promoted – The Key to Career Growth
- Setting Career Goals and Creating an Action Plan
- Time Management and Organization for Career Success
- Digital Tools for Career Development
- Personal Branding: How to Present Yourself Professionally
- Entrepreneurship and Freelancing in the Humanities
- The Power of Volunteering and Internships
- Overcoming Barriers to Employment
- Managing Job Search Anxiety

Research & Education Careers

- Being a Teacher: A Profession That Inspires
- Ethics in Research
- Interdisciplinary Research
- Research Careers & Professions
- The Future of Research

Each video is designed to build your confidence, strengthen your soft and hard skills, and give you a clearer sense of direction in the humanities world. You can watch them at your own pace, repeat them anytime, and combine them with quizzes and further resources to deepen your learning.



INTERACTIVE QUIZZES

Before diving into the personalized quizzes, users are welcomed with an Introduction Video that sets the tone for their journey on the Human Jobs Platform. This short, motivational video explains the purpose of the tests, highlights the value of humanities careers, and introduces how self-discovery tools can guide users toward meaningful professional paths. It encourages young people to reflect on their talents, interests, and values, empowering them to take the first steps in building a future that aligns with who they are.

The Human Jobs Platform offers three dynamic quizzes, each designed to help users gain deeper insights into their personal and professional potential. These quizzes are not only engaging and simple to use but also grounded in real-world career-matching logic tailored to the humanities sector.

TEST 1 – Personality Test: Discover Your Strengths

A light and introspective quiz that helps users recognize their key personality traits and how these can translate into career strengths.

How it works:

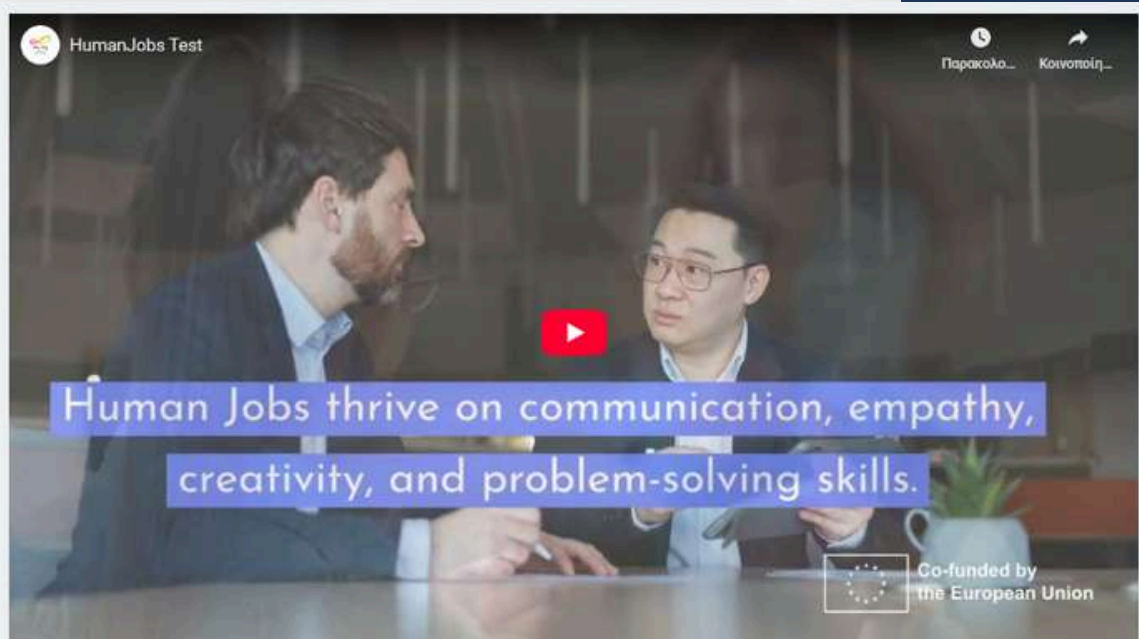
- Users select three traits that best describe them.
- The platform instantly displays tailored descriptions explaining how each trait can be applied in a workplace or learning environment.

Example:

A user selecting Creative, Curious, and Positive will read:

- Creative people thrive in environments where they can express new ideas.
- Curious individuals enjoy exploring, learning, and conducting research.
- Positive team members contribute optimism and motivation to group settings.

This test is ideal for boosting confidence and encouraging self-awareness.



YOUR PERSONALITY

Start

Choose your top 3 strengths:

- ☐ Communicative
- ☐ Positive
- ☐ Caring
- ☐ Natural leader
- ☐ Thinker
- ☐ Curious
- ☐ Energetic
- ☐ Organized
- ☐ Innovative
- ☐ Intuitive

TEST 2 – Interests & Talents: Find Your Career Field

This quiz helps users explore their natural preferences and discover which professional domain in the humanities best fits their interests.

How it works:

- Users respond to 12 statements using a scale from 1 (Strongly Disagree) to 7 (Strongly Agree).
- Each statement corresponds to one of three fields:
 - Linguistics: Writing, Communication, Languages
 - People-Oriented Careers: Psychology, Teaching, Mentoring
 - Humanities: Research, History, Social Sciences
- The field with the highest score is recommended as the user's best match.

This test gives direction and focus to users who are unsure where to begin.

INTERESTS & TALENTS

Start

3

4

5

6

7

Next

HUMAN JOBS

Start

Working with less fortunate people.

1

2

3

4

5

6

7

Prev Next

TEST 3 – Career Matching: Find Your Ideal Job

This in-depth test takes personal preferences to the next level by matching users to specific careers based on their enthusiasm, experience, and learning ability across various activities.

How it works:

- Users rate activities such as writing, researching, or mentoring on five criteria:
 - a.Enjoyment
 - b.Emotional connection
 - c.Experience level
 - d.Speed of learning
 - e.Desire to pursue professionally
- Each career is linked to specific activity profiles.
- The job with the highest alignment is revealed as the best-fit option.

This test provides a personalized and actionable career suggestion, giving users a clear idea of where their talents can thrive.

CONTACT US

Whether you're a young user seeking guidance, an organization interested in collaboration, or simply curious about the Human Jobs platform, getting in touch is easy and straightforward.

The Contact Us page offers a direct way to connect with the Human Jobs team for support, feedback, or partnership inquiries.

Contact Details

- Address: Ul. Miła 2, 00-180 Warszawa, Poland
- Email: efid.pl@gmail.com
- Phone: +48 501 641 077

You can also stay updated and follow us on Facebook

Online Contact Form

On the right-hand side of the page, you'll find a simple contact form where you can:

- Enter your Name and Email
- Write your Comment or Message
- Click Submit to send your inquiry directly to the team

This form is ideal for users who prefer digital communication and ensures a quick and organized response from the Human Jobs support staff.

The screenshot displays the 'Contact Us' page layout. On the left, under the heading 'Contact Us', the contact information is listed: 'Ul. Miła 2, 00-180 Warszawa, Poland', 'efid.pl@gmail.com', and '+48501641077'. Below this is a 'Keep in Touch' section with social media icons for Facebook, Twitter, and YouTube. A map shows the location at 'Miła 2' in 'Muranów'. On the right, a 'Have Questions?' form is shown with fields for 'Name' (split into 'First' and 'Last'), 'Email', and 'Comment or Message', followed by a red 'SUBMIT' button.



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