



VMock Tip Sheet

VMock is a platform that uses Artificial Intelligence and Machine Learning to give you prompt feedback and suggestions to help you craft strong content for your resume. Here are a few tips to help navigate the platform:

1. To earn points for being specific, try to add quantitative data (numbers, percentages, etc.) to your bullet points
 - a. Examples (draw from real data, don't invent anything!)
 - i. \$\$ amount raised/sales
 - ii. Percentage (increase in sales, amount of people you helped)
 - iii. Ages/total number of people worked with, including number of team members
2. Use a template provided by VMock
 - a. VMock tends to score better when you use a VMock templates vs. uploading your own
3. Key action verbs and skills to have in your bullet points
 - a. Developed
 - b. Led
 - c. Organized
 - d. Analyzed
 - e. Created
 - f. Collaborated
 - g. Conducted
 - h. Performed
 - i. Teamwork
4. Utilize the SMART EDITOR assistant tool to click through each section/bullet point on your resume to get specific feedback from VMock
5. WHO method strategy
6. Action words to avoid
 - a. Worked
 - b. Helped
 - c. Assisted
 - d. Supported
 - e. Responsible for
 - f. Contributed
7. If you keep getting feedback that your words are far from the average, double check that you are including full content in your WHO method, and make sure you are putting down everything you can give yourself credit for. This may include activities, community work, etc.

Remember to use the existing VMock templates and build your resume in VMock. Once you get your content nice and strong, and complete any VMock-related assignment. You can always download your content and transfer it to a template of your choice.