

VMock is an online resume tool designed to provide you with instant and personalized feedback to help you improve your resume.

01. LOG IN with your SJSUOne ID and password

Currently registered students have access to VMock. To log in, go to vmock.com/sjsu.

02. UPLOAD or CREATE your resume

UPLOAD	CREATE
<ul style="list-style-type: none">• Upload your resume only as a PDF file.• Format resume into one column.• Use a standard font (e.g. Arial, Calibri, Verdana).• Do NOT add images, tables, or graphics.• Click on the blue <i>View Detailed Feedback</i> button to review the system feedback.	<ul style="list-style-type: none">• Essential sections will be autopopulated into the resume builder.• Fill in applicable content for those sections.• Reorganize sections, if needed, by hovering over the right-hand side and selecting “<i>Move Up</i>” or “<i>Move Down</i>.”• Essential sections cannot be deleted, but if no content is entered, it will not appear in the downloaded version.• Add new section/subsection, based on experience and industry, from list of options or type in the search bar.

03. UNDERSTANDING VMock scoring

- VMock resume score is computed based on three main modules and evaluated against top SJSU resumes.
- Scoring on VMock is strict. Don't stress about your score; focus on your color zone and aim to move closer to the Green Zone.



Red Zone: Needs improvement. Pay attention to the feedback and specific examples.



Yellow Zone: You're on the right track. Follow the feedback to make improvements (score of 70 is good).



Green Zone: Great job! There might still be room for improvement. Make sure to review the feedback.

04. UPDATE your resume

- If you uploaded a resume and have reviewed VMock's detailed feedback, click the *SMART Edit* pencil to make revisions based on the feedback and suggestions; click *Rescore*.
- If you created a resume and have added all your content, click *Get Score*.
- Each time you Rescore, it will count towards your 10 resume uploads per year.
- Continue to make updates to your resume as needed. Aim towards reaching the Green Zone.

Keep in mind...

- Use VMock as a starting point to get feedback on a traditionally formatted resume.
- You are allowed **10** resume uploads per year.
- When questioning VMock's feedback, use your best judgment. For more information on resume format and content, or if you are unsure of what sections to add, click *See Template > Download template and guidelines*.
- For additional help, attend Career Center drop-in hours or schedule an appointment with a career counselor on [Spartan Connect](#).