**Exercise Project: My Supporters**

Writing your resume doesn’t have to be a lonely task. I encourage you to seek help with it. Bouncing ideas with others, relying on more than just your own memory, and getting different advice and perspectives are all useful in writing your resume. So let’s start thinking of who can help you. Completing this exercise now will help you get these people in place early.

In the first column, make a note of who you can ask for help. It might be worth including that person's full name and contact details because you might want to ask them to be a referee\*, and provide a reference\* later.

In the second column, note down why you are asking that person for help. It could be because they have known you a long time, they are a previous co-worker or manager, they know the job market in your area, they are a careers advisor or professional mentor, a fellow student who knows about your ambitions, a university or college tutor etc.

The third column is designed to guide you on when to seek assistance from different individuals during your resume’s development. For instance, a careers' advisor might review an early draft, while you might only show your resume to a professional mentor in its final stages. In this column, categorize each person as:

'Early'

'Midway'

'Final draft'

'Repeatedly'

***Referee****: Someone who has reviewed all relevant documentation and is ready to write a reference that verifies your suitability for a specific job.*

***Reference****: A targeted document, tailored to match both your CV and the specifics of the job you're applying for. Your reference could be supplied by the HR department of a past employer, mainly to confirm your employment dates.*

***Testimonial****: A more general document of praise for you is called*

| **Who?** | **Why?** | **When?** |
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