



# User Guide for Service Curator

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## Service Curator

The Service Curator is a personalised recommendation feature on the Individual Dashboard (“My Activities” page, after login). It suggests relevant Events and Resources based on your persona and recent activity.

## 1. Curated Contents

### 1.1 Curated Resources

“My Activities” page (after login).

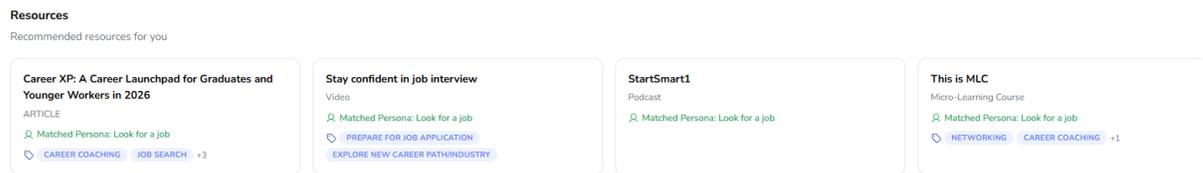


Figure 1: Curated Resources section on the Dashboard showing 4 tiles

In the Curated Resources section, you can find 4 recommended tiles:

Article – A career-related article matched to your interests.

Video – A career development video matched to your interests.

Podcast – A career podcast episode matched to your interests.

Micro-Learning Course (MLC) – A short learning module matched to your interests.

Each tile displays one recommended item, selected based on your persona and recent activity.

### 1.2 Curated Events

“My Activities” page (after login).

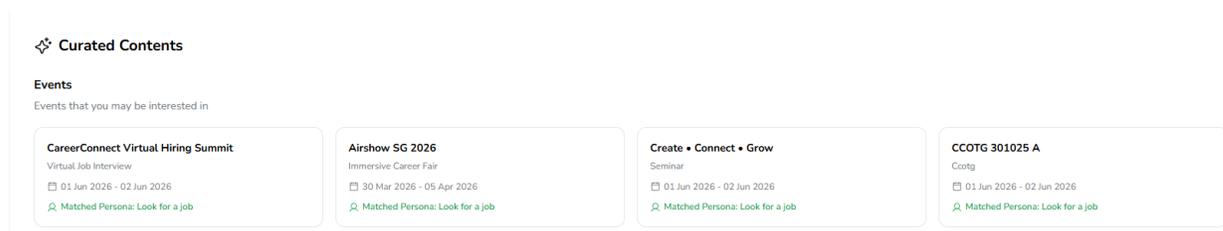


Figure 2: Curated Events section on the Dashboard showing 4 tiles

In the Curated Events section, you will find 4 recommended event tiles:

Virtual Job Interview (VJI) – The earliest upcoming virtual job interview event.

Virtual Career Fair (VCF) – The earliest upcoming immersive career fair.

Workshop / Seminar – The earliest upcoming workshop or seminar event.

Career Coach on the Go (CCOTG) – The earliest upcoming career event.

Each tile shows the soonest upcoming event you have not yet registered for, matched to your interests.

Note: Events you have already registered for will not appear in the curated tiles.

## 2. How Matching Works

### 2.1 Persona Selection

Use the “I Want To” filter bar on the Homepage (or update your profile) to select your career goal:

- Look for a job
- Prepare for job application
- Explore new career path / industry
- Develop and grow career
- Strengthen career resilience

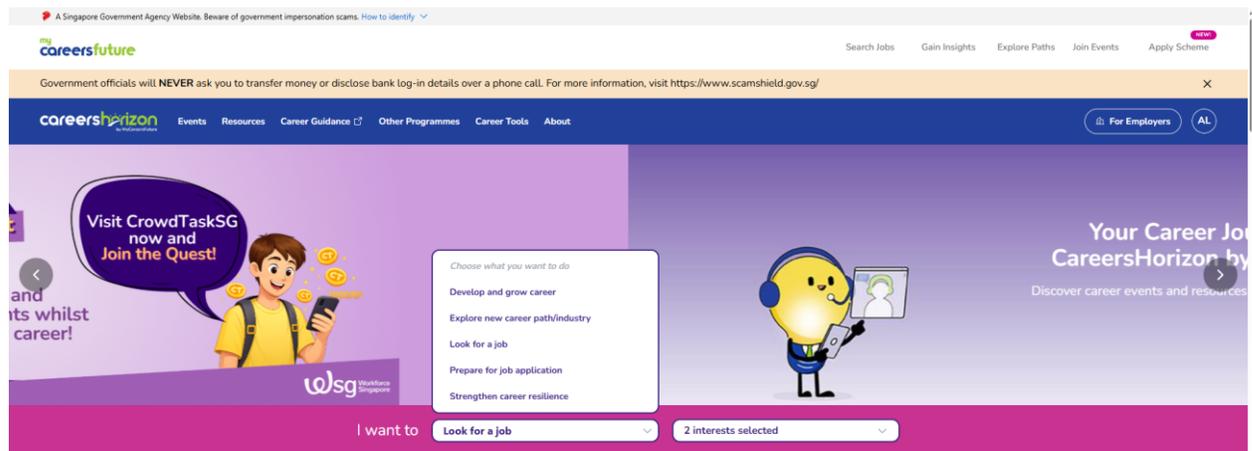


Figure 3: “I Want To” filter bar on the Homepage

Your selected persona is used to find matching content.

If you do not select a persona, recommendations are based only on your recent activity.

### 2.4 New Users

If you have no activity history, the system uses your selected persona directly to find matching content and events.

If you have no activity history and no persona selected, the curated tiles will be empty.

As you watch content and register for events, recommendations will become more personalised.

### 3. Understanding the Display

#### 3.1 Matched Persona (Green Indicator)



Figure 4: Tile showing the green Matched Persona indicator

The green “Matched Persona” label shows your currently selected persona (e.g., “Look for a job”). This only appears when the recommended content has your selected persona in its categories. If you have not selected a persona, the green indicator will not appear.

#### 3.2 Matched Tags

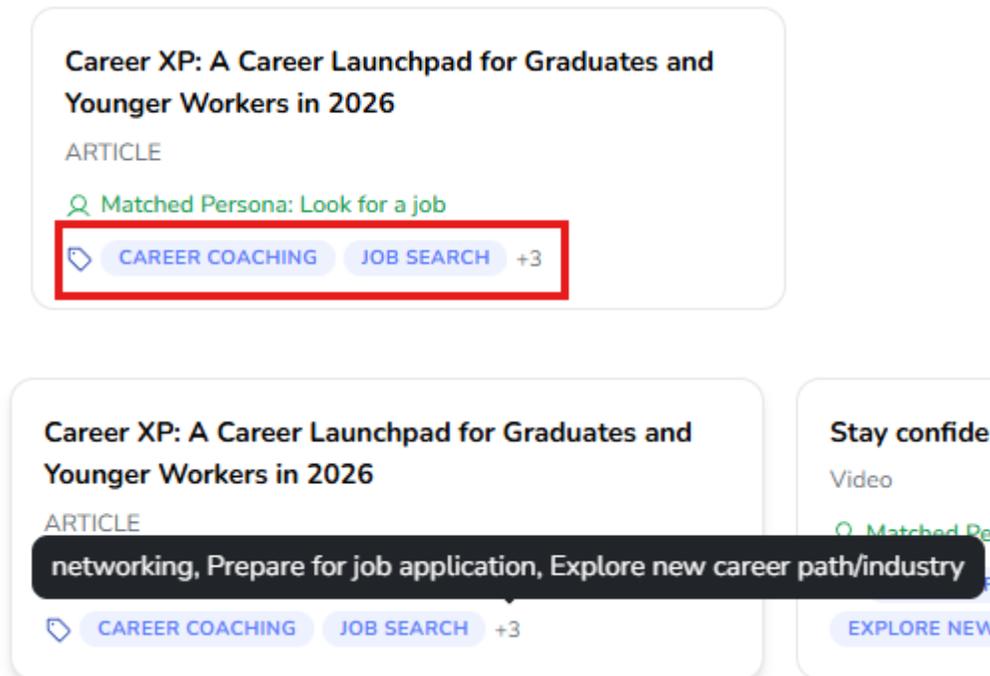


Figure 5: Tile showing the Matched Tags display

The “Matched Tags” display shows all the keywords and categories from the recommended content that matched your activity history.

This include tags (e.g., “networking”, “career coaching”, “job search”) and categories (e.g., “Prepare for job application”, “Explore new career path/industry), excluding your selected persona which is shown separately in green.

If a tile has more than 2 matched tags, only the first 2 are shown as badges. The remaining tags are hidden behind a “+X” indicator (e.g., “+3” if there are 5 total matched tags).

Hover or tap on the “+X” indicator to see all remaining matched tags in a tooltip.