Link 2 Student Guide

Own Placement Schools

The EBP Database can help students and their supporting families see which employers in the local area are work experience friendly. They can then make contact and ask if they would be willing to host them in February.

If you need your PIN number you can get it from your form tutor or the careers library.

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Logging In

1. To log into the system first go to this website: <u>Link2 - Welcome (learnaboutwork.net)</u>.

eop	LINK2+	Log In
Welcome		
Welcome to Link2. This site allows you to review work experience	placements.	
Select who you are from the list below to log in Employer Member of school staff Student 	- Choose the 'Student' option.	

2. This page will appear.



3. Find your school's name from the drop down menu and click 'Submit'.

eop	LINK2+	
Enter school		
Lot	okup your school name , then click 'Submit'.	
	School	
	Submit	

4. Fill out your details below. You will be given a four digit pin.

Student Log In		P				
Er	Enter your name and PIN, then click 'Login'.					
If the s	chool name	is incorrect, click on it to change it.				
	School	EBP South College				
	Name	Jane Doe Full name with spaces.				
	PIN	1234 🔊				
Login	Clear	You MUST NOT share your pin number with anyone.				

5. When you are logged in, this home page will appear.

Please read all this information BEFORE you begin making choices.

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	You are logg	You are logged in as Jane Doe		
EDD	Home	Work Experience Literature	Search	My Placement Details
Student Home			V	
This system has been designe	ed to help you	prepare for your placement, wheth Link2.	er you are finding yo	ur own or selecting one from
Inf	formation to ge	et started is in the Work Experience	e Literature, see abov	/e.
All the details you need to be a	aware of are or	n the job descriptions; make sure y your selections.	you have read and ur	derstood them before making
Travel arrangen	nents must be	agreed by your parent / carer befo	ore submitting your p	lacement choices.
	If an e	employer requests an interview, yo	u must attend.	
If you have any qu	iestions about v	work experience, please talk to you	ur teacher / work-exp	perience co-ordinator.

Searching for Placements

1. To find placements click the search tab and this page will appear.

You	are logged in as J ane Doe		Log Out
EOD south Hom	e Work Experience Literatu	re Search	My Placement Details
Search			
Please select one of the options bel	ow, or enter a job number	Job number	Go
OR search for all or part of an empl	oyer's name here:	Employer	Go
OR search on employer's postcode	here:	Postcode	Go
OR search on employer classificatio	n here:		✓ Go
Administration, Business a Office Work	nd Financial Services	Der	rforming Arts
Building and Construction	Healthcare	Per inc	rsonal and Other Services Iuding hair and beauty
Catering and Hospitality	Languages, Informatio	n and Ret	tail Sales and Customer rvices
Computers and IT	Legal and Political Ser	vices Sci Sta	ience, Mathematics and atistics
Design, Arts and Crafts	Leisure, Sport and Tou	rism See	curity and Armed Forces
Education and Training	Manufacturing and Pro	duction So	cial Work and Counselling rvices
Engineering	Marketing and Adverti	sing 🕢 Tra	ansport and Logistics
Environment, Plants and Animals	Media, Print and Publis	shing ALL All	Categories
To restrict your search to a specific	post code area, town or telephone cod making your classification se	e area, enter the details election.	s here and press submit before
Postcode:	Town:	Telephone area code:	
	Submit		

2. Two ways to search for a placement will appear.

If you know the name or address of the placement you would like use this section.

Type in the employer's name.

		_
Please select one of the options below, or enter a job number	Job number	Go
OR search for all or part of an employer's name here:	Employer	Go
OR search on employer's postcode here:	Postcode	Go
OR search on employer classification here:		♥ Go
	Type in the omploy	voric

Type in the employer's **FULL** postcode.

If you would like to search all the placements we have on the system use this section.

Click on any of the job categories that interest you.

OR

- **1**. Type in either the town or postcode you would like to find placements in.
- 2. Click submit.
- 3. Choose a category to search. We recommend choosing All Categories to see everything.

Administration, Business and Office Work	Financial Services 3	Performing Arts			
Building and Construction	Healthcare	Personal and Other Services including hair and beauty			
Catering and Hospitality	Languages, Information and Culture	Retail Sales and Customer Services			
Computers and IT	Legal and Political Services	Science, Mathematics and Statistics			
Design, Arts and Crafts	Leisure, Sport and Tourism	Security and Armed Forces			
Education and Training	Manufacturing and Production	Social Work and Counselling Services			
Engineering	Marketing and Advertising	Transport and Logistics			
Environment, Plants and Animals	Media, Print and Publishing	ALL All Categories			
To restrict your search to a specific post code area, town or telephone code area, enter the details here and press submit before making your classification selection.					
1 Postcode:	Town: Telephone	e area code:			
Submit 2					

3. All the results for your search will show up like this.

Use these buttons to navigate the results pages.

Opportunity List						
Records 101 to 120 of 393				Previous N	ext Last	
Organisation		Job Title	Town	Postcod	le 🛛 Job No.	Details
Daniel Galleozzie E	Equestrian	Yard Groom	Bishop Walth	am SO32 1F	G 25131	View
Daniel Galleozzie E	Equestrian	Equestrian Trainer	Bishop Walth	am SO32 1F	G 21421	View
Dave Ford Tree Ca	re	Trainee Groundsman	Dorking	RH4 5JH	16903	View
David Ashworth Ve	eterinary Surgery Ltd	Veterinary Assistant	Farnborough	GU14 0F	IP 11903	View
Daharah Baalay Us	nee Didie e	Chable Used	Chickaster	001101	0 17550	View
Deboran basiey Ho	orse klaing	Stable Hand	Chichester	P020 8L	G 17552	view
Didling Farms Ltd		Gamekeepers Assistant	Didling, Midh	urst GU29 0L	Q 19216	View
Difford Kennels		Kennel Assistant	Barton Stace	y SO21 3N	IP 12554	View
Difford Kennels		Kennel Staff	Barton Stace	y SO21 3N	IP 4528	View
Digweed Garden S	ervices	Assistant to Head Gardener	Southamptor	n SO31 8L	.B 7892	View
Donnington Grove	Veterinary Group	Vet Assistant			17735	View
Doodley Dogs		General Assistant - Crawley			24708	View
Doodley Dogs		Centre Assistant			15329	View
Dorset Heavy Hors	e Farm Park	Stable/General Assistant	Verwood	BH21 5R	9313	View
DT Candening		Cardanan		51121 51	10511	
110					19511	
Job Descriptio	n				26388	VIEW
					26389	View
		Return to job li	st New search A	dd to selections	26386	Viy.w
Employer	EBP Farm PC	06 3EN			12328	View
Job Title	Student Farm Assi	stant			6613	View
Job Number	26388				18772	View
Classification	Environment, Plants	and Animals			10//2	VIEW
Activities Involved	THIS IS A TEST JOB					
Health and Safety	1113 13 X 1231 30D			To coo furt	- hor inform	otion
Meals	Lunchbreak.			to see furt	nermorn	ation
Days & Times	Monday to Friday 9a	m - 5pm		about place	ements yo	u are
Clothing				interested	in. click th	е
Travel				Wow' but	on a	
Interview	Yes - student to orga	anise			.011.	
Address	1000 Lakeside Western Road Portsmouth PO6 3EN Click for map					