

# Big Interview – ResumeAI Guide for ECU Students

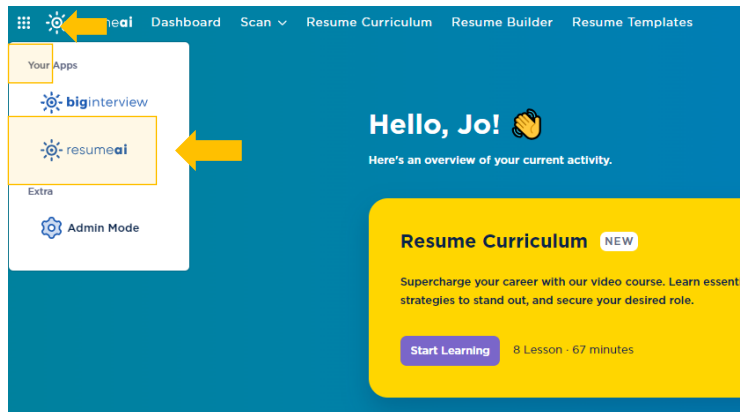
To get the most out of this platform;

1. Create a customised Resumé – suited to the major/post graduate course you are studying.
2. Download the **Resume Word Template** available in the Resume AI platform (see below)

## Let's Start!

Go to Big Interview ResumeAI using the link below and log in with your ECU Student username and password credentials: [https://edithcowan.biginterview.com/members/resume\\_assignments/dashboard](https://edithcowan.biginterview.com/members/resume_assignments/dashboard)

Choose the resume ai menu option



Click onto the **Resumes Menu, Resume Templates** and download the **ECU Student Resume Template**.

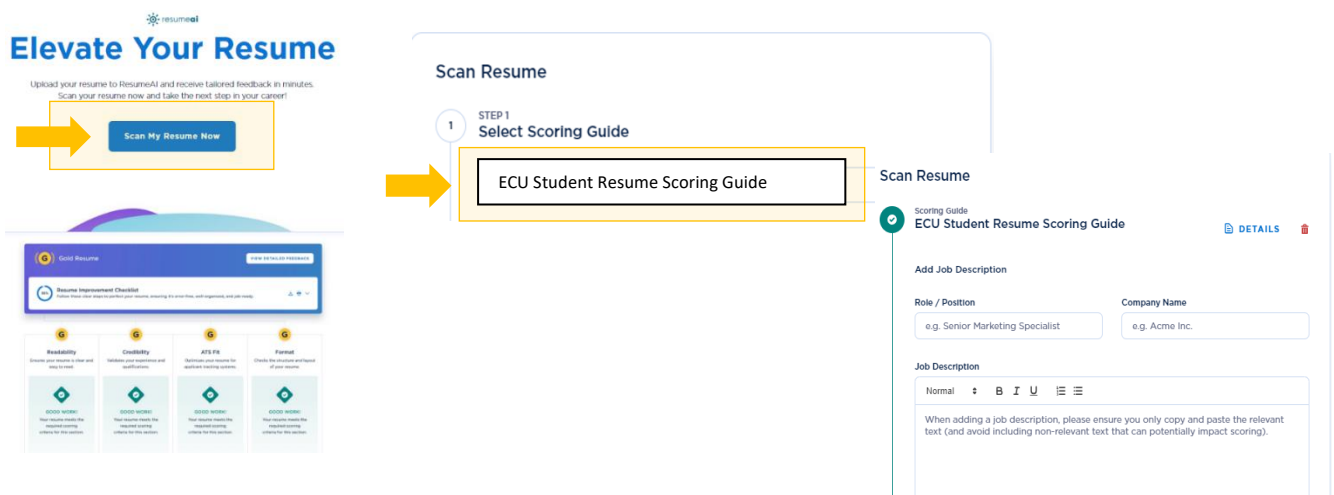


Once you have populated information into the template, save the document to your desktop.

If you are unsure as to the type of information you should include in your Resume, use this guide [here](#)

Go back to the **Main Menu** and choose **Scan** and then **ResumeAI option**

- Click onto **Scan My Resume Now**
- Select **ECU Student Resume Scoring Guide** to improve your ATS rating



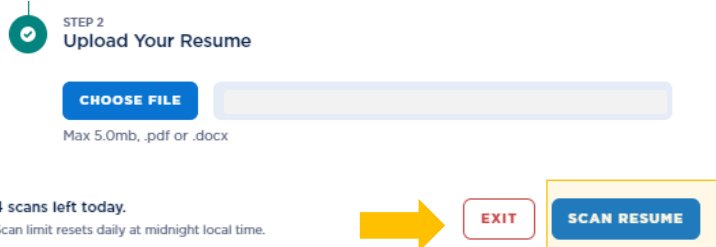
**Add a job description or job advertisement** (copy text from job advert or position description and paste into Scan Resume section)

**Upload your Resume**

**Scan your Resume**

*You can scan 5 times per day, for an unlimited amount of days (while you are a current student)*

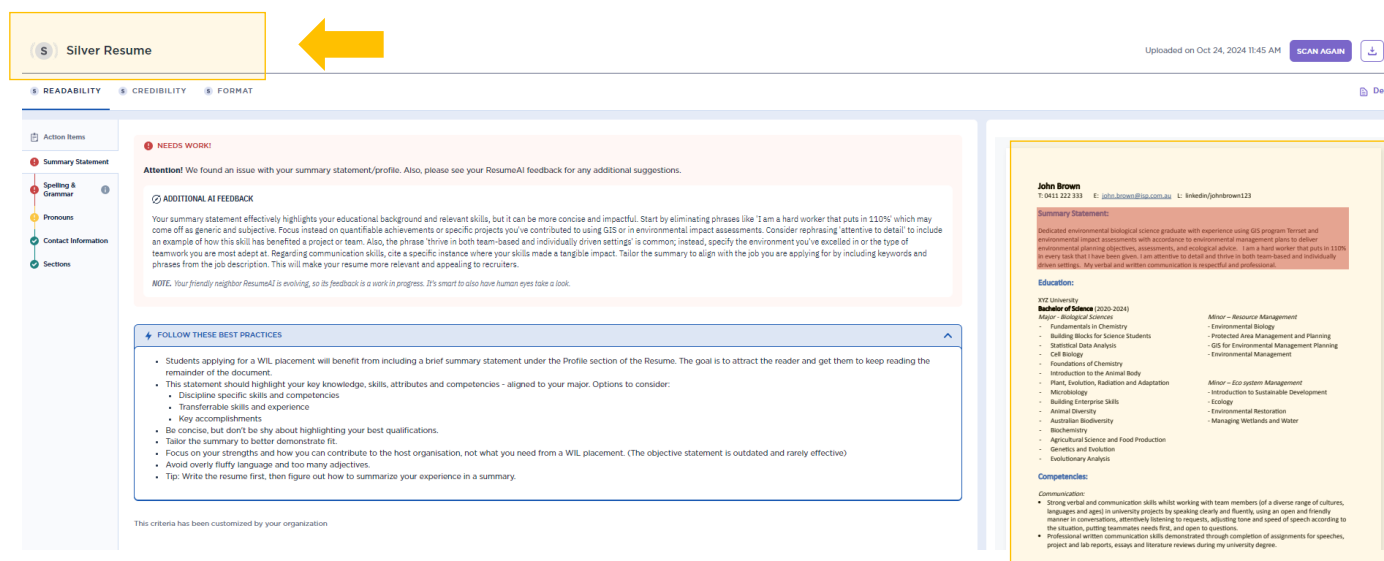
## Scan Resume



- Once your Resumé has been scanned, review feedback paying particular attention to readability, credibility and format.
- View detailed feedback for additional AI suggestions to improve content for each section.
- Your Resumé will be rated and marked either gold, Silver and Bronze.

Where appropriate, make changes to your Resumé and rescan to improve your overall score to attain at least a Silver level.

Please make sure to use the **ECU Student Resume Scoring Guide** each time when rescanning your Resumé.



### To note:

- Disregard spelling and grammar feedback in Big Interview, as it uses American English. After reaching Silver level in Resume AI, check your document in MS Word using English (UK/Australian) settings.

**If you consistently achieve Bronze after applying Resume AI suggestions, attend an ECU Careers Resume Drop-In Session for a Resumé review by a Career Officer**

<https://careerhub.ecu.edu.au/students/events>

(Log into CareerHub using your ECU Student Portal username and password.)

This document has been produced by ECU Careers Team

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