MyCareer Guide: How to access appointment notes

MyCareer is the careers platform utilised by the Careers and Employability Service to support students, graduates and Early Career Researchers.

To access appointment notes on MyCareer, please follow the steps below.

1. Follow this link to MyCareer: 
   https://mycareer.soton.ac.uk/home.html

2. Sign in via the relevant user section:

   ![Welcome to MyCareer](image)
3. Click on ‘Appointments’:

4. All appointments you have had will be listed. Click on the relevant appointment:
5. All adviser notes and any attachments will be accessible here: