What is it?

*Job & Career Accelerator* is an easy-to-use job search system with over 5 million up-to-date job listings that you can apply for online! It also provides tools for creating resumes and cover letters, includes over 1,100 occupations to explore, and provides strategies for successful interviewing and networking.

How Do I Use it?

New users must register to use the database (at either top/bottom of the page) while returning users should login with their Username and Password (also at top/bottom of the page.) Tabs at the top of the home page include:

- **Guidance**: articles and links within the database for high school students, college grads, entry-level jobseekers, transitioning military, career changers, and experienced jobseekers; also how to fill out a job application, expert advice on resumes, cover letters, interviewing, and more, occupations data – O*NET, and college finder

- **Resources**: career match quizzes, occupations, *job and internship search engines* (access to over 5 million job postings), tools (resume and cover and other letters, interviewing), and career-related eBook titles

You may also search by using the “carousel” or by typing a search term in the “Find Resources” search box

- **Video Guides** – coming soon

- **Help** (FAQs & Contact information).

Revised December 2016 (fb)

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A guide to accessing this resource via the library’s Research & Learning page is on the other side.

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For more information, email **Central Library Information Services** at reference@mymanatee.org or text us at 941-234-0394
The Manatee County Public Library has many subscription resources you can use at home and/or in the library. Access the library’s databases by visiting www.mymanatee.org/library and selecting the Research & Learning link.

From the Research & Learning page, select the Articles, Research & Information link to view a list of available databases by subject. Choose a subject of interest or select All Databases by Title to find a specific database.

The Research & Learning page also includes a link to Database User Guides, as well as a link to Recommended Websites (evaluated by librarians).

To access our databases from home, enter your library card number (no spaces) and PIN number when prompted.

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