



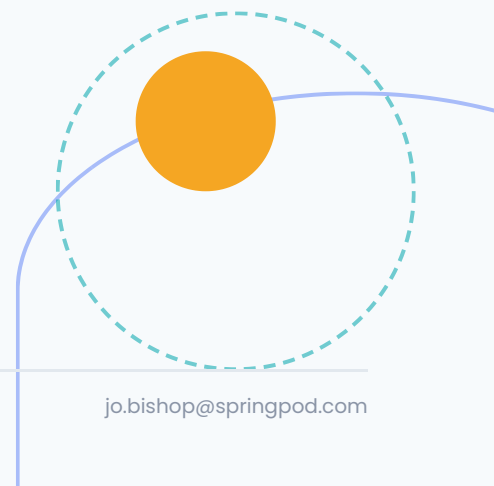
FOR SCOTTISH SCHOOLS & COLLEGES

NEW: EDUCATOR PORTAL

# Getting started with Springpod

A practical guide to bringing employer-backed work experience and university subject experiences to your students — from your first login to evidencing impact.

Includes how the new **Educator Portal** gives you visibility over every student's progress, from S3 through to Senior Phase and beyond.



## A free careers platform built for the classroom — and beyond it

Springpod gives your students free, on-demand access to virtual work experience, university subject spotlights and employer-backed programmes, so they can explore career paths and make informed decisions about their next steps.

### Trusted by leading employers

Our employer and university partners — including Amazon, Barclays, the NHS, the BBC, Rolls-Royce, Siemens, the RAF, JD Sports, Aldi and the Met Office — ensure every experience is recognised and valued by universities and industry.

### Built to sit alongside in-person experience

We're not trying to replace a great in-person placement. Springpod widens access for students who can't always get to an employer, adds structured preparation and reflection, and makes sure no one misses out because of where they live or who they know.

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## 1.3 million+

enrolments

## 50% → 90%

confidence in job prospects,  
before/after

## 47% → 99%

awareness of their chosen  
industry, before/after

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### WHY IT MATTERS FOR YOU

As a teacher or adviser, you're balancing limited employer contacts, timetable pressure and students spread across very different confidence levels and circumstances. Because everything on Springpod is on-demand, self-paced and free, you can build it into a careers week, a drop-down day, form time or independent study — whatever fits your programme. All progress is saved and can be monitored by your school or college as it happens.

## Introducing the Educator Portal

Students sign up and explore independently — so the natural question for any careers adviser/teacher is how to keep visibility over who's actually engaging, and how to evidence that impact for inspection visits, your parent council or your own careers programme reporting. That's exactly what the Educator Portal is for.

### A live dashboard, built for career leaders

See which of your students have signed up, which programmes and experiences they've started or completed, and how engagement is trending over time — without needing to enrol students yourself or chase them up individually.

### The evidence layer behind your careers programme

Instead of just knowing an encounter or experience happened somewhere, you can show which pupils took part, in what, and to what level of completion — useful day-to-day for spotting pupils or stages with low uptake, and useful at reporting season.

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### SETTING IT UP

- ☐ **Complete the short application form** to request an Educator Portal for your institution — [it's a quick form to apply here](#).
- ☐ **You'll receive a link and password** to your Educator Portal. No need to create or enrol student accounts yourself — students still sign up independently.

Once set up, you can [log in here](#) to:

- Invite your students
- Track engagement
- Demo programmes
- Download certificates
- Export engagement reports
- Add more staff members

For more on how we handle personal data, see our [legal centre](#).

## How to get started

Everything on Springpod is on-demand, so you can start whenever suits your programme. Work through this checklist at your own pace.

- ☐ **Go to [Springpod.com](https://springpod.com)** and explore what's available for your students, including [Explore Work Experience](#) and [Explore University Subject Spotlights](#).  
Everything is on-demand, with interactive tasks and activities, and all progress is saved so it can be monitored by your school or college.
- ☐ **Set up your Educator Portal** — a short [form](#) gives you a live dashboard of student sign-ups and progress (see previous page).
- ☐ **Create your own student account** so you can see the experience exactly as your students will — select your school and enter a date of birth that makes you aged 13+.
- ☐ **Apply to join our Teacher/Adviser Community** — you'll be kept updated on upcoming experiences and platform developments, and you'll have a central point of contact at Springpod. You can reach Jo directly at [jo.bishop@springpod.com](mailto:jo.bishop@springpod.com).
- ☐ **Book a walkthrough with Jo** [here](#) if you have questions before you get started.
- ☐ **Book a virtual talk** [here](#) to introduce Springpod to your students directly, or contact Jo to discuss what would work best.
- ☐ **Explore our resources** in our [Introductory Pack](#) — including guides, activities and posters.

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### INTRODUCTORY PRESENTATIONS

Ready-made [slides here](#) you can use with staff or students to introduce Springpod.

Check out our latest introductory videos on our [Teacher and Adviser Playlist here](#).

Our short [animation here](#) is perfect for a quick introduction or assembly.

## What's available, by stage

Whatever stage your senior phase students are at, there's a clear thread running from S3 and beyond.

| Stage      | What's available                                                                  | Format                                                                                                                                                                                                                                                            |
|------------|-----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| S3+        | <a href="#">Simulations, Programmes &amp; Subject Spotlights</a><br>(independent) | Free, self-paced, student sign-up. Simulations are single-task and bitesize; Programmes are built with leading employers across sectors, typically 6–8 hours of self-led activity; Spotlights are subject tasters with leading universities, typically 1–2 hours. |
| All stages | Educator Portal                                                                   | Live dashboard for career leaders: sign-ups, participation and completion tracking by student and programme.                                                                                                                                                      |

### Simulations & Programmes — S3 and up

It's a student-led model. Students create their own account, link it to your school or college, and browse and apply for whatever interests them directly — as independent study, homework, or something they pick up outside school hours. Employer partners and universities span well-known names across sectors, so students can sample very different industries/subjects before committing to a subject or pathway choice.

## Career Management Skills and Curriculum for Excellence

As a Guidance professional, Springpod's virtual work inspiration and preparation activities sit naturally alongside your Career Management Skills work within Curriculum for Excellence.

### Self-awareness, career knowledge and world of work

Every programme a student completes builds their self-awareness, career knowledge, and understanding of the world of work — all documented in the Educator Portal for your senior phase planning.

### A richer digital footprint via My World of Work

Springpod experiences can also be shared to the SDS My World of Work platform, giving your students a richer digital footprint. Encourage them to upload and share their Springpod achievements in their profile.

### Most used by Guidance Teachers: the participation export

Every student who completes a Springpod programme generates a timestamped record you can pull as a CSV — useful for senior phase review documentation and when tracking career management skills development across your stages.

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## WORK PREPARATION & VIRTUAL PLACEMENT PROGRAMMES

We have a wide range of programmes covering the industries your students most want to enter. Each programme includes employer insight, day-in-the-life videos, and a structured activity — designed to complement, not replace, physical placements.

### Top virtual work preparation programmes:

[Digital & Tech](#)[Engineering](#)[Finance](#)[Healthcare](#)[Public Sector](#)

### A ready-made S3 or S4 enrichment task

For whole-year-group engagement, our experiences work well as an S3 or S4 enrichment task — students self-direct through a broad range of sectors and build a sense of their interests before making senior phase subject choices.

## How Guidance teams use Springpod

A few illustrative examples of how Guidance teams build Springpod into their senior phase and career management provision.

### 1. Senior phase work preparation week (without leaving school)

A Guidance Teacher in Glasgow used Springpod to run a virtual work preparation week for their entire S4 cohort during a normal school week. Students self-directed through three sector pathways of their choice — completing activities on laptops in and outside of school hours. The Guidance department had participation data for every student by the end of the week.

### 2. Career management skills evidence

A school in Edinburgh uses Springpod as a structured way to evidence career management skills development in S3–S4. Students complete one programme per term, write a short reflection, and link it to their My World of Work profile. The school reports that students arrive at their senior phase review with richer, more specific career conversations.

### 3. Foundation Apprenticeship support

A Guidance team in Dundee uses Springpod programmes to support students who are exploring Foundation Apprenticeships. Students use the sector-specific pathways to understand what different industries involve before committing to an FA application — reducing drop-out and improving fit.

## Using Springpod in Senior Phase and FE

For Senior Phase and FE students, Springpod is there to support decision making and prepare for competitive university offers, degree apprenticeship applications, and vocational progression alike. Here's what that looks like in practice.

### Practising for competitive interviews

Students preparing for university, degree apprenticeship or job interviews can use the AI Interview Skills Coach to practise and get instant feedback, building confidence before the real thing.

### Employer networks, on-demand and in person

Beyond the virtual programmes, students can join Springpod's employer networks to open up further opportunities with the same partner organisations, including in-person events and activities.

### Programmes inside the UCAS Hub

Thanks to Springpod's partnership with UCAS, students can discover and explore Springpod programmes directly within their UCAS Hub, alongside the rest of their applications.

### Engagement tracking via the UCAS Adviser Portal

As well as your Educator Portal, you can track how your students are engaging with Springpod through the UCAS Adviser Portal.

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## ACADEMIC AND VOCATIONAL, SIDE BY SIDE

Springpod's library spans both routes. University subject spotlights and work experience programmes support students heading towards higher education, while sector-specific virtual work experience supports those on vocational and technical courses including SVQs, Foundation Apprenticeships and National Progression Award programmes.

## What our education partners say

*"The quality of the content, employer partnerships and interactive learning experiences create genuine engagement and inspire students to think more ambitiously about their futures. We are particularly excited to expand our use of Springpod next academic year, including the AI Interview Skills Coach, which we believe will further strengthen students' confidence and readiness for progression into higher education, apprenticeships and employment."*

**Emma Swinburn, Associate Principal, Franklin Sixth Form College**

*"Through Springpod, students can explore careers, develop employability skills and access high-quality experiences beyond the classroom... These experiences also help students build strong evidence for UCAS applications, apprenticeships and employment opportunities."*

**Adriano Fachini, Careers and Progression Manager, Leyton Sixth Form College**

### **Sixth form campus, City of Portsmouth College**

Students were set a target of 20 hours of virtual work experience, with an overall aim of 50% completion. "We were delighted to reach 41%, and Springpod played a fundamental role in helping us achieve this." — **Laura Meli, WEX/IP Lead/Coordinator**

### **Vocational courses, Capital City College**

"Springpod plays an important role in supporting the work experience programme for our Level 1 and Level 2 learners. Its Sector Insights span a wide range of curriculum areas... The Ignite timetables support Level 2 learners to gain industry insights and a deeper understanding of the opportunities available within their chosen industry." — **Emma King, Head of Work Experience**

These are just a handful of examples — ask Jo for the full Springpod Case Studies pack for more.

## Turning a virtual experience into something bigger

These experiences have no fixed timetable, so students can work through them over multiple sessions, in a dedicated careers week, or independently as homework.

Blending the virtual experience with in-person follow-up helps make it more meaningful — here are five ways schools and colleges do that.

### 1 Reflection & skill application workshops (in-person)

**What:** Host in-person workshops where students reflect on their virtual experience, discuss challenges, and apply skills in hands-on projects.

**Why:** Reinforces what they learned online and builds soft skills like collaboration and communication.

### 2 Employer meet-and-greets or networking events

**What:** Organise informal events where students meet employers from the industries and sectors they've learned about.

**Why:** Builds real-world connections and demystifies the professional environment.

### 3 Site visits or shadowing days

**What:** Arrange a day where students visit a company to tour the workplace, or ask them to research local employers and draft their own visit requests.

**Why:** Helps students see how their virtual tasks fit into the bigger picture.

### 4 Career panel discussions or Q&A sessions

**What:** Invite alumni or professionals from your employer network to take part in in-person panels or careers talks.

**Why:** Gives students the chance to ask deeper questions and hear different perspectives.

### 5 Project showcases or presentation days

**What:** Students present what they worked on or learned during their virtual placement to peers, teachers and industry guests.

**Why:** Builds confidence, presentation skills and peer learning.

We can provide sample programmes if you'd like help planning any of these — just get in touch.

## Five more ways to build on it

### 6 Skills-building masterclasses or bootcamps

**What:** Run short, focused in-person sessions that build on virtual learning — coding, design or communication, for example.

**Why:** Strengthens specific competencies and shows your school's commitment to career readiness.

### 7 Career projects

**What:** Set a career-focused project where students design their own company, create a dream job or apprenticeship, and plan a recruitment strategy, including a job advert.

**Why:** Encourages critical thinking about the job market from both an employer and employee perspective, and builds entrepreneurial thinking and workplace awareness.

### 8 Inspiring younger students

**What:** Have students present their experience to younger peers, highlighting key takeaways. They can also create a quiz, survey or poster to engage others.

**Why:** Reinforces their own understanding, and builds communication, leadership and digital literacy while fostering a peer-led careers culture.

### 9 A day in the life video project

**What:** Students create short videos reenacting what a typical day might look like in a job they explored.

**Why:** Encourages creativity, research and a clearer understanding of real-world job expectations.

### 10 Problem-solving challenge

**What:** Set a real-world challenge related to an industry they explored — designing a marketing campaign, improving a product, or solving a customer service issue.

**Why:** Develops teamwork, innovation and critical thinking.

### Want to track and monitor engagement?

Set up your Educator Portal (see page 4) for a live dashboard, so you can add incentives and celebrate achievements in assemblies without chasing progress manually.

## FAQs for teachers and advisers

### Can I create accounts for my students and enrol them in a programme?

No — students create their own accounts and apply for the programmes they wish to complete. We've made this quick and easy for students to do themselves. You can invite students via your Educator Portal, which speeds up the onboarding process. You can always see their progress through the Educator Portal.

### Can I use Springpod experiences to suit my own timetable?

Yes. We always have a wide range of experiences available throughout the year and on demand, so you can fit it around a careers week, drop-down day, or independent study.

### Are your experiences mapped to the CDI Career Development Framework?

Yes. Every experience is underpinned by the six career development skills in the CDI framework, so the content stays engaging, relevant and up to date, with clear learning outcomes. A mapping document is [available here](#).

### Are your programmes suitable for students who need additional support?

Yes. The flexibility of our experiences means students can take their time to work through the content, and staff can enrol alongside them for support. For some students, a virtual experience offers a lower-anxiety alternative to attending an in-person experience and meeting new people. We can also recommend programmes — contact Jo to find out more.

### How do you keep students safe online?

Our staff are DBS-checked (PVG equivalent) and responsible for in-programme communication with your students. There's an anonymised help desk, monitored by the Springpod team, and any live webinars are one-way for video and audio and moderated by a member of staff. Our safeguarding policy is [available here](#), and other documents are available in our [legal centre](#).



WE'RE HERE TO HELP

## We hope your students find real value in their Springpod experience

If you have any questions, need a hand setting up your Educator Portal, or want a walkthrough before you start, reach out any time.

[Email Jo Bishop](#)

[Book a meeting](#)

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