

"...it's a blockbuster..."
- New York Times

Write a better resume.
Get a better job!

NEW! VERSION 11

**Deluxe
2004**

Over 4 Years

#1

Best Seller

An Individual Software

**Top 10
BEST
SELLER**

Individual
SOFTWARE

Professional

- 150,000 Pre-written Phrases
- 1,000 Professional Samples
- 30 Preferred Styles

Powerful

- Search 4 Million Jobs
- Post to 80+ Career Websites
- Publish a Resume Webpage

Complete

- Interviews, Salary, Advice
- Career Planner, Web Resume
- Letters, Contacts & more...

Resume Maker[®]

Individual
SOFTWARE

U.S. Patent 6,363,376

PROFESSIONAL

Professional Resumes



Difference!

Other brands use clip art and colorful designs to get your resume noticed.

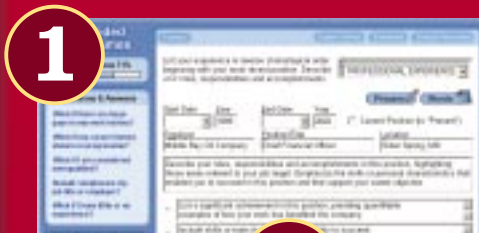
ResumeMaker's resumes stand out because they present your skills, experience, and achievements in the best possible light and demonstrate how your unique abilities will benefit future employers.

ResumeMaker determines the best resume for you automatically, based on your career situation – not a one-size-fit-all template.

ResumeMaker's proven, professional system uses the writing style and designs preferred by certified resume writers so you'll see instant results and advance your career more quickly!

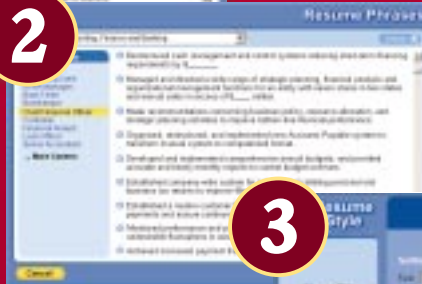
Step-by-Step Guided Resumes™

Whether you're improving your existing resume or starting from scratch, in minutes you'll have an impressive resume that opens the door to new career opportunities. Resume Interviewer™ provides a personalized resume based on your career situation for better results.



1

Enter personal information at each step.



2

Add recommended phrases to your resume.

3

Select from 30 professional styles.



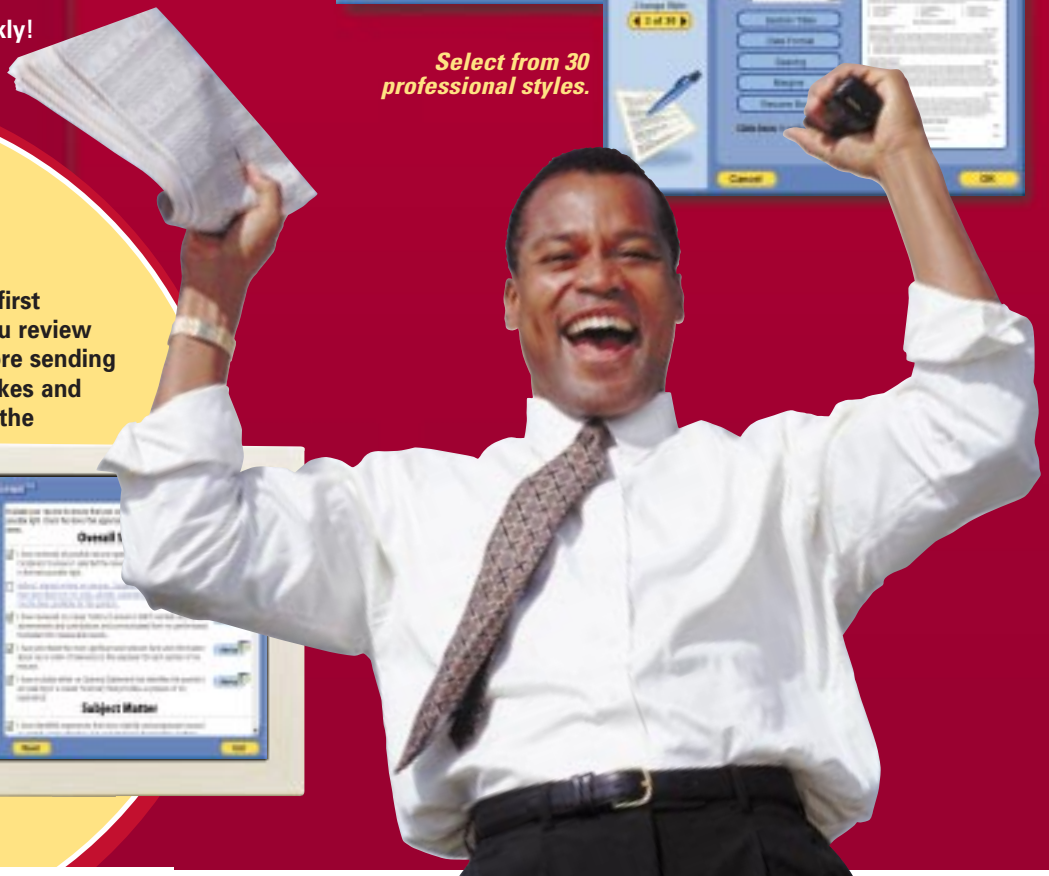
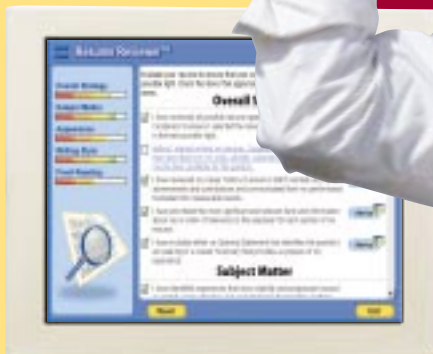
Professional Resume Reviewer™

You only get one chance to make a first impression! ResumeMaker helps you review your resumes and cover letters before sending to employers. Avoid common mistakes and ensure that your documents reflect the professional in you.

Review your:

- ✓ Overall Strategy
- ✓ Subject Matter
- ✓ Appearance
- ✓ Writing Style
- ✓ Proof-Reading

Over 50 Checks Ensure Professional Results



That Get Results!

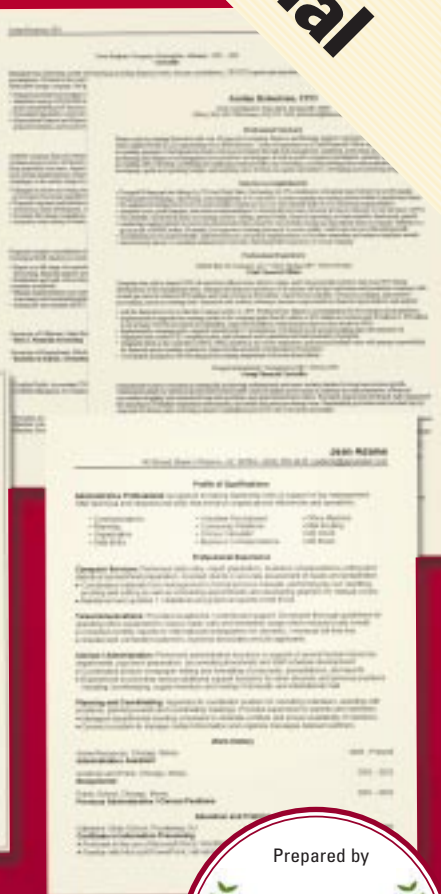
Over 150,000 Recommended Phrases

With 15 years experience, ResumeMaker has amassed the largest library of pre-written phrases composed by professional writers and organized by career. Recommended phrases and keywords covering 13,000 careers are available to take your resume to the next level.

30 Professional Resume Styles

Choose from a huge assortment of professionally-designed resume styles with the confidence that your resume will end up in the format preferred by hiring managers, employers, and recruiters. These impressive styles are designed to get results. Create your own designs for unlimited possibilities.

Professional



Whether you're a business professional, seasoned executive, or recent graduate, your resume always presents you in the best light.

1,000 Real Examples from Professionally Certified Writers

SAMPLE RESUMES

- Account Executive
- Accountant
- Administrative Assistant
- Assistant Manager
- Attorney
- Branch Manager
- Business Development Manager
- Cashier / Sales Associate
- Certified Technician
- Chief Financial Officer
- Civil / Structural Engineer
- Community Service Director
- Computer Technician

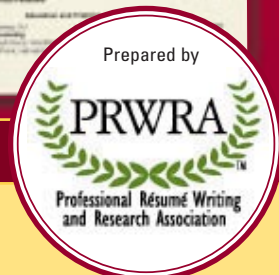
- Consultant / Contractor
- Controller
- Customer Service Representative
- Data Entry Specialist
- Department Manager
- District Sales Manager
- Emergency Medical Technician
- Engineer
- Executives: CEO, CFO, CTO
- General Contractor
- General Manager
- Human Resource Manager
- Information Systems Director
- Legal Secretary

- Manager
- Managing Editor
- Marketing Director
- Medical Technician
- National Account Manager
- Network Administrator
- Office Manager
- President and CEO
- Programmer
- Project Manager
- Public Relations Director
- Purchasing Manager
- Real Estate Agent
- Receptionist

- Recruiter
- Registered Nurse
- Research Specialist
- Restaurant Manager
- Sales Representative
- Security Officer
- Senior Sales Manager
- Senior Software Engineer
- Store Manager
- Teacher
- Travel Agent
- Vice President
- Web Designer / Developer
- ... Plus 500 More

SPECIAL SITUATIONS

- Changing Careers
- Gaps in Work History
- Overqualified
- Returning to the Workforce
- Limited Experience
- Military Transition
- Frequent Job Changes
- Relocation



Career Tools That Give

Search millions of Job Openings*

Find a better job – faster! Job Finder* scans every major career Web site, newspaper classified ads, and 50,000 corporate sites to locate up to 4 million job openings. Exclusive search features narrow your search to within a 50-mile radius or by career category – now that's powerful!

Exclusive search features help you find more jobs than any other source!



Publish as a Resume Web Page

ResumeMaker is the only software that lets you publish your resume as a Web page in one click, with no additional work. Update your resume from home or work, send a link for employers to view your resume online, or privately e-mail your resume to anyone. Don't be fooled by others that just create HTML!

**Publish your resume online!
Update anytime or e-mail privately to hiring managers!**



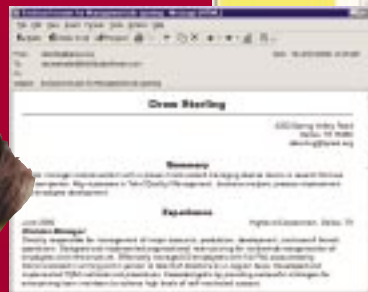
Exclusive!

**CareerWebsite
◀ INTERLINK ▶**

Why spend hours online when you can connect to all the leading Websites from one location. Join the largest hiring network anywhere.

Get Posted Instantly to Over 80 Career Websites

Resume Caster™ broadcasts your resume to every major career Website – instantly! One simple form takes 15 minutes. Save 60 hours of research and data entry and be seen by up to 1.5 million employers and recruiters daily.⁵ It's fast, effective, and easy!



*Includes Free Account
(\$49.95 value)*

**Resume
Maker**
for the Web

E-mail Resumes in Perfect Format™

E-mailing your resume? ResumeMaker ensures your resume keeps its original professional style and format – regardless of hardware, software, or e-mail system! Send properly formatted resumes without attachments and impress hiring employers.

**Exclusive! Import and Export
Adobe Acrobat (PDF) • Web Page (HTML)
Rich-Text (RTF) • Microsoft Word (DOC)
ASCII Text (TXT) • E-mail formats**



U.S. Patent 6,363,376

You The Advantage!

Powerful

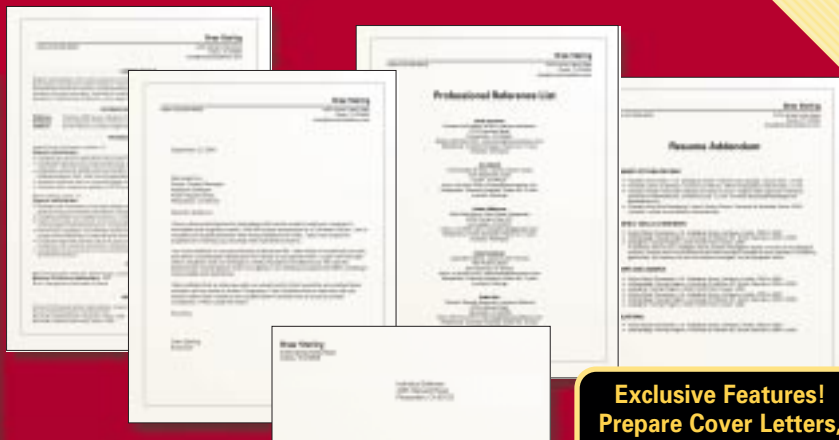
Prepare with 500 Interview Questions

Virtual Interview™ helps you ace the interview and land the job. Practice your answers to 500 questions, sharpen your skills, and build your confidence. Learn the responses hiring managers expect to hear – even for tough questions. Record your answers and prepare a list of questions you should ask.



Write Persuasive Cover Letters

For attention-getting cover letters, you'll need to go beyond reiterating the qualifications from your resume. You'll need compelling reasons to get invited to an interview. ResumeMaker helps you build persuasive letters step-by-step and includes 600 recommended paragraphs that will get you in the door. Easily create a List of References and a Resume Addendum.



Exclusive Features!
Prepare Cover Letters, References, and other matching documents.

Insider Guides That Give You The Edge!

ResumeMaker is supported by hundreds of professional resume writers and career counselors who are ready to take your career to a higher level. Included are 25 Insider Guides that provide the essential information you need to succeed – advice that gives you an edge on the competition and puts your career on the fast track.

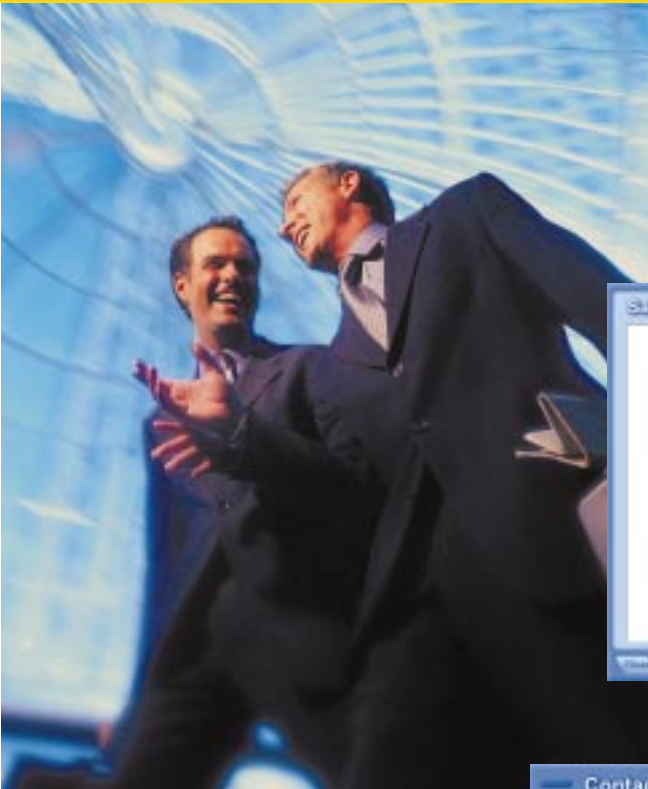


Need additional assistance? Contact a career counselor for a personalized response!

New! Flash Shockwave movies cover the job search process from start to finish!



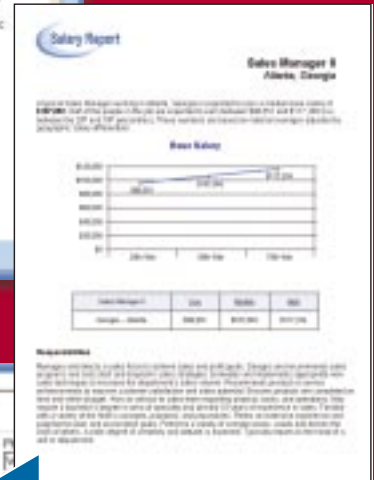
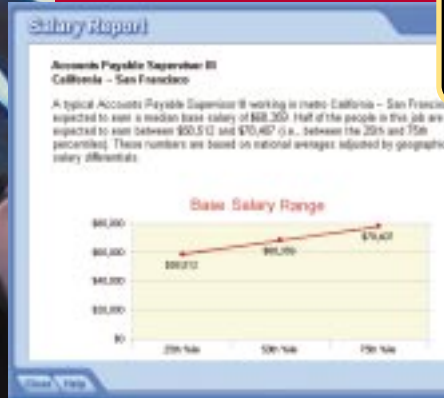
Everything You Need



Salary Finder and Negotiation Techniques

Salary Finder levels the playing field with employers by showing you up-to-date salary figures for your career in your geographic location. Print a personalized salary report and get paid what you're worth. Learn 25 proven strategies to help you negotiate for higher pay!

More features than any other career software! Compare for yourself and see why most people choose ResumeMaker.



Stay Organized with Contact Manager

Contact Manager organizes the companies you want to pursue and helps create targeted mail-merge mailings to generate interest in you. Store essential information you'll need for interviews and keep your job search on track.

Contact Manager

Company: Highland Corporation
Address: 2500 Woodland Drive, Dallas, TX 75220
Phone Number: 214-955-3202
Email: hrc@hrc.com

Information | Position | Activities | History | Notes

Company Website: www.highlandcorp.com
Company Size: 50 Employees, \$4 Million (FY)
Key Personnel: James Taylor, CEO; Jennifer Williams, V.P. Sales
Additional Locations: Several retail outlets in Austin other than main headquarters

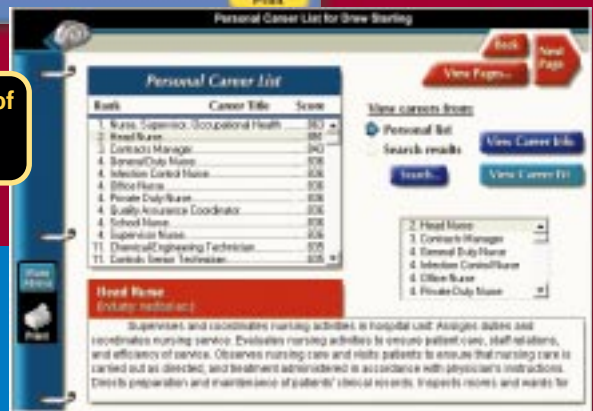
Key Products or Services: 1. Air and Surface Vessels; 2. Supply to Home Depot
Company Strengths: Largest tile distributor in Texas; 2 family owned businesses; Proudly held 97% equity
Recent Press or Awards:

Exclusive! Add companies you find with Job Finder directly to the Contact Manager.

Career Planner and Skill Assessment

Find a career that's right for you. Career Planner generates a personalized list of ideal careers for you based on your skills, abilities, and preferences. An in-depth survey matches you with 10,000 careers to help you find a more fulfilling job.

Get a personalized list of ideal careers for you based on your profile.



Included! Federal Job Tools

- Everything you need to land a government job
- Federal Forms: OF-612, SF-15, SF-171 (40 more)
- U.S. Postal Service Applications
- Sample Resumes, KSAs and ECQs
- Federal guides and powerful job searching tools

To Advance Your Career!

With 15 years experience, ResumeMaker includes every feature you'll need for a successful career!

Complete

Professional Resumes

- Chronological and Functional Formats
- Combined Formats
- NEW!** • Express Resume™ Wizard
- NEW!** • Export to Microsoft Word (.DOC)
- Recent Graduate Interview
- Entry-Level Interview
- Business Professional Interview
- Executive Interview
- NEW!** • Resume Questionnaire
- NEW!** • List of References
- NEW!** • Resume Addendum
- NEW!** • 750 Professionally-Certified Resumes
- Various Format/Style for Sections
- Auto-Import Existing Resume
- Resume Status Bar
- Publish Resume as Web Page
- Private URL for Web Resume
- Q & A for Every Section
- Examples for Every Section
- Insider Advice for Each Section
- 150,000 Pre-Written Phrases
- Key Word Thesaurus
- Page & Section Borders
- Insert Images & Add Colors
- Automatic 2nd Page Heading
- 30 Resume Styles
- 30 Header Styles
- E-mail Resumes
- Attach Cover Letter
- NEW!** • Resume Reviewer™
- Fit to One Page Less
- ASCII Text Resumes
- Export to RTF or HTML
- Save as Adobe Acrobat (.PDF)

Cover Letters

- Step-by-Step Wizards
- 1,200 Recommended Phrases
- 200 Sample Letters
- NEW!** • Letter Reviewer
- Advertisement Reply
- Broadcast Letters
- Follow-Up Letters
- Networking Letters
- Offer Acceptance/Rejection
- Request Recommendation
- Referral Letters
- Career Transition Letters
- Fax Cover Sheets
- Recruiter Letters
- Thank You Letters
- Relocation Letters
- Resignation Letter

Salary Finder

- NEW!** • View Salary by Career Field
- NEW!** • Compare National Averages
- NEW!** • Adjusted Salary by Zip Code
- NEW!** • Personal Salary Reports
- Salary Negotiation Tactics
- 25 Tips for Higher Salary
- Strategies for Pay Increase

Career Planner

- Interactive Career Exercises
- Search 12,700 Careers
- Career Assessment and Profile
- Interest Area and Future Outlook
- Skills, Ability, and Preferences
- Personal List of Careers

Expert Advice

- NEW!** • 50 Flash/Shockwave Movies
- E-mail our Career Counselors - FREE
- Responses to Your Questions
- Insider Advice, Answers and Tips
- 25 Insider Guides
- Job Searching and Networking
- Interviewing and Salary Negotiation

Job Finder

- NEW!** • Search up to 4 Million Job Openings
- NEW!** • 1-Search for 25 Career Sites
- NEW!** • Advanced Search Options
- NEW!** • Select Job Banks to Search
- NEW!** • Search by Zip Code / Area Code
- NEW!** • Set 10 or 50-Mile Radius
- NEW!** • Search by Posting Date
- NEW!** • Search by Salary Level
- NEW!** • Import To Contact Manager

Contact Manager

- Add Targeted Companies
- NEW!** • Detailed Job Descriptions
- Company Research Manager
- Job Search Checklist
- Automatic History Log
- To Do List
- Envelopes and Mail-Merge
- Action Items Per Company
- Daily & Weekly Schedule

Virtual Interview™

- 25 Interview Videos
- Questions, Answers, and Rationale
- 500 Common Interview Questions
- Questions You Should Ask
- Record Your Answers



Resume Caster™

- NEW!** • 1-Form Resume Distribution
- NEW!** • Resume Submission Report
- NEW!** • Patented Submission Technology
- NEW!** • Post to 80+ Career Sites
- NEW!** • Real-Time Posting Status

Federal Employment

- 40 Federal Employment Forms
- OF-612, SF-15, SF-171,
- U.S. Postal Service Applications
- Federal Employment Guide
- Knowledge, Skills, Abilities (KSA)
- Executive Core Qualifications (ECQ)
- Sample Resume, KSAs, & ECQs

EXCLUSIVE FEATURES! Red indicates features not available with other leading brands.

As compared with the versions of leading brands available at the time of printing September 2003.

ResumeMaker® Awards and Reviews[△]

"ResumeMaker Deluxe is the Arnold Schwarzenegger of résumé-writing software... powerful and huge in size and scope, but gentle and friendly once you get to know it."

The New York Times

"...the 800-pound gorilla of resume software...it's hard to justify buying any other..." *Electronic School*

"ResumeMaker Deluxe earns well-deserved kudos for its tight integration with online job-hunting resources."

PC Magazine

"Resume software just doesn't get better than this... from a company that has been in the business for years."

Computer Times

"...a good long-term investment for recent graduates and advancing CEO's alike." *Careers & Colleges*

"Even as the job market worsens, one maker of resume software is making a promise."

The Wall Street Journal

"...provides information to help job seekers land the job of their dreams." *SUCCEED Magazine*

"If you want to tap the power of the Internet to find a job, you'll definitely want ResumeMaker Deluxe." *Computer Currents*

"No other résumé software offers this level of guidance and expertise of professional résumé writers."

Professional Résumé Writing and Research Association



Outperforms All Others!

#1 Best-Selling

For the past 4 years, ResumeMaker brand outsold all competitors combined!
**The NPD Group/
 NPD Techworld***



#1 Recommended^A

"...it's a blockbuster, powerful and huge in size and scope..."
The New York Times
 "...earns well-deserved kudos..."
PC Magazine



#1 Preferred

Preferred by the **Professional Resume Writing and Research Association**



#1 Award-Winning^A

Best New Consumer Software Program
Best Home Productivity Software Program



Codie Award Finalist Twice

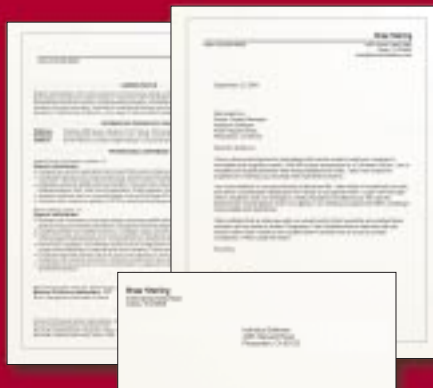


Is your resume helping you move ahead or holding you back? Advance your career more quickly and never miss another career opportunity!

ResumeMaker is packed with powerful features to help you write better resumes, land better jobs, and earn higher salaries. Whether you're actively searching for a job, ready to advance your career, or just want to get your resume into shape, trust your resume and your career to ResumeMaker.

Get Noticed. Get Hired!

Write resumes and cover letters that grab employers' attention and keep them interested. Harness the power of thousands of recommended phrases, hundreds of real-world examples, dozens of professional styles and Insider Advice you won't find anywhere else.



Advance your career.

Includes all the tools you need to earn a higher salary, organize your job search, and plan your career. Practice for the interview and get valuable advice from career experts. You'll wonder how you ever managed your career without it.



Exclusive! Web-enabled features!

Publish your resume as a FREE Web page at ResumeMaker.com. Impress employers by e-mailing resumes that retain their original, professional format. Distribute your resume to hiring companies and search job openings online with ResumeMaker's patented Internet features.

Why ResumeMaker is the Best!

- 1 Easiest and Fastest**
Step-by-step wizards, 150,000 recommended phrases organized by career and 30 single-click designs.
- 2 Instant Results** **Exclusive!**
ResumeMaker is the only software that imports your existing resume so you don't have to re-type.
- 3 Most Complete**
Resume and Letter wizards, Salary Finder, Expert Advice, Career Planner, exclusive Internet job search features, and more.
- 4 More Professional**
Backed by over 100 certified, professional resume writers from all around the world.
- 5 More Powerful** **Exclusive!**
Publish your resume as a Web page for employers to see. Connect your resume with every major career site.
- 6 Most Assistance** **Exclusive!**
ResumeMaker's career counselors are always available to help you with your resume at no additional fee.
- 7 Patented Technology**
Unique features you won't find anywhere else. Instantly post resumes and search up to 4 million jobs. **Exclusive!**
- 8 Preferred Formats**
Resume styles that follow the format preferred by employers and recruiters.
- 9 Real Examples** **Exclusive!**
Includes 1,000 powerful samples written by professional writers to help real job seekers achieve success.
- 10 Most Experience**
Over a decade of experience, ResumeMaker has helped nearly a million people write better resumes and get better jobs.



In minutes you'll have

- Professional Resumes
- Persuasive Cover Letters
- List of References
- Labels and Envelopes
- Job Interview Preparation
- Salary and Negotiation
- Career Assessment
- Resume Web Page
- Resume Distribution
- Job Searching
- ...and much more.



Resume Maker

PROFESSIONAL



*Write a better resume.
et a better b*

SYSTEM REQUIREMENTS

- Pentium® class PC or higher
- Microsoft Windows® XP, Me, 2000, 98, 95, or NT(4SP6)
- 16 MB RAM available
- CD-ROM Drive
- Sound card and Speakers
- Modem or Internet connection
- Mouse

HARD DISK SPACE NEEDED

- 60 MB
- 12 MB for Career Planner



Individual Software Inc., 4255 Hopyard Road, #2,
Pleasanton, CA 94588-9900
Tel: (925) 734-6767 www.individualsoftware.com



30 Days Free Internet Service

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* #1 best-selling based on 1999-August 2003 The NPD Group/NPD Techworld dollar sales of resume software. Δ Reviews and awards are from earlier versions of ResumeMaker. Version 11 is an improvement from the earlier versions. † Estimated total job openings and Web sites supported as of 10/1/03. Internet job openings and Web sites that support job openings are subject to change. ‡ These features require E-mail or Internet access. § Number of career Web sites supported, employers and recruiters online, and time involved are estimates as of 10/1/03 and are subject to change. Actual results may vary.

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Toll-Free Technical Support: (800) 331-3313 or www.individualsoftware.com/support

100% Customer Satisfaction Guarantee: Individual Software guarantees that this product meets our highest quality standards. Our FREE technical support by toll-free (800) number is a demonstration of our commitment to 100% Customer Satisfaction. Additionally, if, for any reason within 30 days of purchase, we cannot ensure that the software will work on your system, we will gladly replace the software, exchange it for another product or refund your money.