

Interest Inventory

The **BIG** Idea

- How can career development tools, such as CFWV.com Interest Profiler and Basic Skills Survey, help me? How should I evaluate the results?

AGENDA

- Approx. 45 minutes
- I. Warm Up (5 minutes)
 - II. Interest Profiler (20 minutes)
 - III. Basic Skills Survey (15 minutes)
 - IV. Wrap Up: Reflection (5 minutes)

MATERIALS

- PORTFOLIO PAGES:**
 - Portfolio page 1, Interest Profiler and Basic Skills Survey Results
- STUDENT HANDBOOK PAGES:**
 - Student Handbook page 85, What is CFWV.com?
 - Student Handbook pages 86 and 87, CFWV.com Basic Directions
 - Student Handbook page 88, Interest Profiler and Basic Skills Survey Reflection
- FACILITATOR PAGES:**
 - Facilitator Resource 1, DO NOW
- Computer & LCD Projector or Chart Paper

OBJECTIVES

During this lesson, students will:

- Use an interest inventory tool to arrive at a list of careers.
- Recognize the benefits and limitations of an interest inventory.
- Use a skills inventory to assist in determining career suitability.
- Combine the list of their interest and skills assessment to learn which skills are a match for both their interests and skills.

OVERVIEW

In this lesson, held in the computer lab, students use an Interest Inventory tool on the CFWV.com website to generate lists of possible career matches. A skills inventory further narrows their lists by prioritizing careers that are the best match for the skills that the student believes that they will have at the time that they are ready to enter the world of work. During this process, students are encouraged to recognize the benefits and limitations of such tools. The lesson concludes with students reflecting, in writing, on the inventory results.

PREPARATION

- Make arrangements for the class to use the computer lab, and make sure the CFWV.com website is accessible from students' computers.
- List the day's **BIG IDEA** and activities on the board.
- Write the day's vocabulary and definitions on the board. Write the web address www.cfwv.com on the board.
- The following handouts need to be made into overhead transparencies or copied onto chart paper:
 - **Student Handbook page 85, What is CFWV.com?**
 - **Student Handbook pages 86 and 87, CFWV.com Basic Directions**
 - **Portfolio page 1, Interest Profiler and Basic Skills Survey Results**
 - **Student Handbook page 88, Interest Profiler and Basic Skills Survey Reflection**

BACKGROUND INFORMATION

SITE LICENSE

Schools in West Virginia have free access to www.cfwv.com, an online education and career planning system. This service allows students to create an online personal portfolio where they can store assessment results, save careers and colleges of interest, build a résumé, create a high school plan of study, and much more. Students and parents may also access the system from home computers using the student's username and password.

EDUCATOR LOGIN: NEW ACCOUNT CREATION

With your CFWV.com educator login, you can view all student portfolio names and passwords, review their portfolio, run a variety of reports, and more.

1. Go to <https://procenter.cfwv.com>.
2. Click **Create a Professional Center Account** at the bottom of the page.
3. Click **Go** next to Educator/Counselor.
4. Click **Find** next to School or Program.
5. Search for your school name using the categories at the top of the page, the alphabetic buttons, or the search bar in the middle of the page.
6. When you see your school name on the list, click on it. The name will be highlighted once you have clicked on it.
7. Click **Continue**. You will return to the 'Select School or Program' page, but now you will see your school name listed in the box next to the phrase, 'School or Program'.
8. Enter your Professional Account Access Key or Administrator Code*†
9. Click **Next**.
10. Fill out the Create Professional Center Account form:
 - Enter your title using the drop down box.
 - Type in your First Name.
 - Type in your Last Name.
 - Enter your e-mail address (your school e-mail address is recommended) or if you don't wish to use your current e-mail, check the box that says, "Check here if you do not have your own e-mail address and would like to use this site's account as your primary e-mail." If you check the box, an e-mail address will be created for you.
 - Indicate whether or not you would like students to be able to contact you for their passwords.
 - Create your Professional Account name. Choose something that will be easy to remember and that is likely to be unique (for example, your first initial and last name followed by your birthdate –JSmith1170). Your Professional Account name can be up to 12 characters long. You may also want to write it down somewhere safe.
 - Click the gray box that says **Check if your account name is available**. If your account name is available, a message will appear that says, "Congratulations! Your Account Name is available". If your account name is not available, a message will appear explaining that there is already someone in the system with that username. If your account name is not available, choose an alternative.

- Enter a password. Choose something that will be easy to remember and that is likely to be unique. You may also want to write it down somewhere safe.
- Enter a security question (for example, “What is my mother’s maiden name?”).
- Enter the answer to your security question.
- Check the box next to the sentence, “I have read and agree to the privacy policy and terms of use of this site.”
- Click **Create Your Account**.
- A message will appear that says, “You have successfully created your account.”
- Click **Click here to continue**.
- The Professional Center Account page will appear.

11. To access the student version of the program, click the CFWV.com image on the right side of the Professional Center homepage.

*Enter the Professional Account Access Key if you are a teacher. Enter the Administrator Code if you are an administrator or a counselor.

†All schools in West Virginia have unique Professional Account Access Keys and Administrator codes. If you have forgotten or do not know your codes, please contact customer support at 1-800-281-1168.

EDUCATOR LOGIN: RETURNING USERS

1. Go to <https://procenter.cfwv.com>.
2. Enter the account name that you created in the text box labeled “Account Name” in the lower left portion of the screen.
3. Enter the password that you created in the textbox labeled “Password” in the lower left portion of the screen.
4. Click **Sign In**.

SYSTEM REQUIREMENTS

You'll want to coordinate with your school's Audio/Visual or Information Technology specialist to make sure you'll have access to CFWV.com. Specifications and settings can be found by logging on to the website (www.cfwv.com), and clicking on the **Need Help?** link located on the top right of the toolbar). The Technical Support section includes information on Browser Compatibility, Viewing Sound and Video Clips, and Browser and Network Settings. Media Player and Quick Time is required to view the sound and video clips available in the career profiles within CFWV.com. A link is provided to download each.

Computer Lab Issues

Anticipating problems that might come up with computer usage will be helpful in figuring out possible solutions. Some issues to consider:

- Lack of access to a computer or mobile lab
- Computers not charged in a mobile lab
- Unpredictable Internet access
- Student using computers for purposes other than career research

Students unfamiliar with the computer lab will need instructions on its use.

Student Misbehavior on Computers

Establish clear expectations and consequences for misuse of the computers before students begin working on the computers. A common problem is students accessing other websites. Another issue is instant messaging between students. One possible behavior plan could be:

- The first time a student is seen on another website they are given a warning.
- The second time a student is seen on another website they are no longer permitted to work on the computer. Instead they will complete the work using a paper version. (This may require making copies of CFWV.com pages in advance.)

Preparing Students for Unexpected Career Matches

Students may be disappointed or surprised by the careers they are matched up with by the interest inventory. Explain that this inventory should be seen as a guide. These careers choices are designed to reflect the students' interests; however, students may research a career that is not on their Interest Profiler results as long as it is listed on CFWV.com.

You should also explain that the goal of this unit is to learn about new careers, rather than summarize what's already known. Students should be encouraged to research careers out of their comfort zone.

VOCABULARY

Interest Inventory: a tool for helping you figure out what you're interested in; it often consists of a series of questions or choices.

Skills Inventory: an assessment for identifying skill strengths.

Basic Skills Survey: designed to assess skills in core areas. Students are presented with a series of statements describing increasingly difficult tasks, and they are asked to indicate which activities they feel they could successfully perform today or that they will be able to perform in the future. These skill statements are concrete activities that illustrate advancing levels of achievement.

IMPLEMENTATION OPTIONS

DO NOW:

*(You may choose to present the Warm Up activity as a written Do Now. Present the questions on the board or overhead, and have students write only their answers on index cards. You could also choose to give the students a handout by copying **Facilitator Resource 1, DO NOW.**)*

Directions: In tenth grade, you researched several careers to find one that was a good fit. Months have passed, and you may be firmly committed to this course of action, or having second thoughts. Choose the box that explains how you feel and describe the details.

Career I chose last year: _____

- I'm still excited about this career! Here's what I have to do next to reach my goal:
- I have doubts about this career. Some of the things I'm concerned about are:
- I really need more time to make up my mind (or can't remember what career I chose). Careers (or career clusters) I'd like to explore are:

If you have students who were not in the Roads to Success program in 10th grade, feel free to use the following alternate DO NOW.

1. Currently, what career(s) are you most interested in and why?
2. If you could go to a workplace for a day to learn more about what happens on a day-to-day basis, where would you go and why? (e.g. a law office, doctor's office, an elementary school, etc.)

You may wish to have your students use their school ID or birthday for their passwords to their CFWV.com Account. If your students participated in the program last year, remind them what the naming conventions were that you used to create usernames and passwords. If a student forgets his or her username or password, you can assist the student by accessing your professional tools and looking up the student's portfolio. You can then view the student's portfolio name and reset his or her password.

To assist in modeling written directions, use an LCD projector to explain the instructions for CFWV.com.

Students unfamiliar with the computer lab and/or unfamiliar with cfwv.com will need instructions on its use. Students unfamiliar with cfwv.com should be paired with students who are familiar with the site and its tools from previous years. Have students who are experienced Internet users show less experienced students how to navigate through the site using the browser arrows and buttons within the website.

Consider seating struggling readers (or students who have difficulty following directions) at computers next to stronger readers and have these pairs move through the Interest Profiler questions in tandem, reading each question aloud before proceeding.

For **Activity II, Interest Profiler**, if time permits, invite students to investigate why certain careers did not appear on their Interest Profiler results. Once students have completed the Interest Profiler (or anytime they click the results of the completed assessment), they will be taken to the Results page with the students Top Interest Areas. From this page, students can click on **View Careers**. In the upper right corner, students can enter the name of a career to see how it compares with those on their list.

For **Activity III, Basic Skills Survey**, facilitators wishing to provide a more in-depth investigation of the Basic Skills Survey results may wish to have students complete the survey twice: first, using their current skills and reviewing the (necessarily limited) set of jobs, and a second time using the skills they envision developing. Once students have completed the Basic Skills Survey, They will be taken to the Results page that includes a graph displaying their basic skills levels. From this page, students click **Review Matching Careers**. On the left side of the screen, students can enter the name of any career that does not appear on the list to learn why.

ACTIVITY STEPS

I. WARM UP (5 minutes)

1. [Welcome students back to class. Let them know that today they are beginning their Careers Unit, which is made up of three lessons.]

SAY SOMETHING LIKE: During this unit, you'll make sure your career goals are clear, and that you are on track to pursue the education you'll need after high school. It's important to review your career choices periodically as new information becomes available – the class you loved, or the part-time job you hated. This kind of self-assessment is important to your work satisfaction throughout your life, whether you're sixteen or sixty.

The first item on the agenda is to update your Interest Profiler, which should be very familiar by now.

II. Interest Profiler (20 minutes)

1. [Guide the students through the following sequence to log on to CFWV.com. Instruct students to turn to **Student Handbook pages 86 and 87, CFWV.com Basic Directions**. Display these directions on an overhead projector or chart paper. If your students are very comfortable with CFWV.com, you can choose to review the CFWV.com Basic Directions more briefly.
 - Turn on the computer.
 - Click on the icon that connects to the Internet (Internet Explorer, Mozilla, Firefox, etc).
 - Type the web address into the dialog box (www.cfwv.com).
 - When the CFWV.com home page appears, click **sign in** in the upper right corner and enter your Account Name and Password.
 - Record your account name and password on **Student Handbook page 85, What is CFWV.com?**
2. [For students who have not previously created an Account, explain that they will need to save the work they do today to an online folder called a Portfolio. Then quickly guide them through the following steps:
 - Click **Create an Account** in the upper right corner of the screen. (Indicate these on the board.)
 - Click on **High School Student**.
 - Enter your date of birth.
 - To answer the question "What middle or high school do you attend?" , click **Find**. A pop up will appear containing a list of schools. Choose your school and click **continue**. If you

don't see your school on the list, click **My School/Program is not on the list**.

- You will return to the "Create an Account" page. Click **Next**.
 - Enter your account information: first name, last name, year of high school graduation and e-mail address. If you do not have an email address, check the box that says, "Check here if you do not have your own e-mail and would like to use this site's account as your primary e-mail". If you choose this option, your e-mail address will be Firstname_Lastname@cfwv.com. You will be able to access your e-mail from your CFWV.com account.
 - Now it is time to confirm that the account name that you have been given is available. The system provides an account name Firstname_Lastname. Click into that box and a blue button will appear below it. The blue button says, "Check if Firstname_Lastname is available." Click this button. If your account name is available, the message "Congratulations - this account name is available" will appear. If the message says that someone is already using that name, add an easy-to-remember number to the end of your username and check to see if it's available.
 - Next type in a password. This password should be your birthday in numbers: 2 numbers for the month, 2 for the date, and the last 2 numbers of the year. For example my birthday would be 060579, because I was born on June 5th, 1979.
 - Type the same password again.
 - Write this username and password on **Student Handbook page 85, What is CFWV.com?**
 - Enter in a secret question, for example, "What is your mother's maiden name?" Then type in the answer.
 - Enter your permanent address and how you learned about the site.
 - Under "Import changes from a Choices Portfolio to your account", select "I'll do it later when I need it."
 - Check the box that says that you have read and agree to the privacy policy and terms of use of this site.
 - Click **Create your account**.
 - Later on, we will access your portfolio again so you can view your completed work.
 - NOTE: It's important to know who can see the information you place on the Internet. I will be able to check the work of my students in all classes. This helps me figure out what careers you're most interested in.
3. **SAY SOMETHING LIKE:** Now you will use the Interest Profiler - a tool that matches careers to your interests. You can find the directions on **Student Handbook page 87, CFWV.com Basic Directions**. To take the interest inventory (or retake it for those who did this last year), here's what to do:

- Click on the **Career Planning Tab** at the top of the page.
- Click on the section titled **Learn About Yourself**
- Click on the **Interest Profiler Assessment** and then click **Get Started**

SAY SOMETHING LIKE: Read each of the 180 questions to yourself and consider whether you would enjoy this activity. Answer Like, Not Sure, or Dislike. The interest Profiler will select Your Top Interest Areas based on the interests you've described.

[Assist any students who will struggle to understand the prompts. You may need to explain what each question is asking. Circulate around the computer lab, helping students as needed.]

4. [Read aloud the instructions on the Introduction page as students follow along independently.]

Explain that based on their answers about their interests, Interest Profiler will select possible careers. It should take most students no more than 20 minutes to complete the inventory.]

5. [Once students have completed the Interest Profiler, ask them to take a few minutes to review their list of careers.]

SAY SOMETHING LIKE: Were your interest areas consistent from last year to this year? Did they accurately reflect your interests? It's important to remember that the Interest Profiler is just a tool; it's not a fortuneteller. Just because a career doesn't appear, it doesn't mean that you shouldn't consider it. Your answers may change from day to day, and a different answer on a single question may result in a career being included or excluded. On the other hand, a benefit of Interest Profiler (and other such tools) is it may offer possibilities you never knew existed.

6. [Explain that their list is saved in their portfolio and they will be able to check it out again whenever they want. Each time you complete the assessment, your results are saved and listed by date.]

Display **Portfolio page 1, Interest Profiler and Basic Skills Survey Results** using an overhead projector or chart paper. Then refer students to this page. Read the instructions for Part 1 aloud and model for the students how to complete one example. Then have students fill out the **Part 1: Interest Profiler Results.**]

III. Skills Assessment (15 minutes)

1. **SAY SOMETHING LIKE:** Knowing what interests you is one part of choosing a career. Knowing what you're good at is just as important. Can you repair things easily? Do you like teaching or helping others? Are you great at organizing things? Different jobs require different types of skills. Knowing what skills you're strongest in can help you find careers that you'll succeed at.

To rate your skills, you will now use the Basic Skills Survey in CFWV.com. In the Basic Skills Survey, you will be looking at 10 Basic Skills Areas. These areas are:

- Reading Comprehension
- Active Listening
- Writing
- Speaking
- Mathematics
- Science
- Critical Thinking
- Active Learning
- Learning Strategies
- Monitoring

2. **SAY SOMETHING LIKE:** For each of the 10 Basic Skill areas, you will be presented with a series of statements that describe increasingly difficult tasks. You will be checking off each task that you feel you could successfully perform. I would like you to check off all of the tasks that you could successfully perform today as well as any tasks that you feel fairly confident that you will be able to perform before entering the workforce.

I'm going to read you two of the tasks that are part of the Writing Skills statements.

Raise your hand if you think you could do the following task today:

1. Write an accurate and understandable telephone message?

[Give students a few moments to raise their hands. It is likely that everyone in the class will raise their hands. Then ask the next question.]

2. Write a 115 page master's degree thesis and have it approved.

[Note the number of students that raise their hands. It is likely that very few students will raise their hands].

SAY SOMETHING LIKE: Very few of you raised your hands when I asked about writing a master's thesis. That's OK! It's not expected that high school students will be asked to do master's degree level work. However, there are many jobs that do require this level of writing. That's why some of the tasks listed on the assessment are very challenging. The Basic Skills Survey asks about these challenging skills in order to match you to careers that require that type of skill.

Now, I'd like to know how many of you think that you would be able to write a 115 page master's degree thesis and have it approved by the time you enter the world of work. Please raise your hands if you think that you could do this.

[Observe which students raise their hands.]

SAY SOMETHING LIKE: If you enjoy writing and researching, it's likely that you raised your hand this time. If you don't enjoy writing, you may not have raised your hand. That's okay. You will all have different skills areas that you excel at.

As you complete the Basic Skills Survey, you should consider which tasks you can do today AND which tasks you believe that you will be able to do by the time you enter the world of work. That way, careers will appear on the list that require skills that you plan to develop in the future. Remember, there are no right or wrong answers on this assessment. To get the best career matches possible, you'll want to answer as honestly as you can.

Now let's look at the instructions for the Basic Skills Survey so that you can begin the assessment.

2. [Read aloud the instructions for the Basic Skills Survey on **Student Handbook page 87, CFVW.com Basic Directions** as students follow along independently.]
3. **SAY SOMETHING LIKE:** Read each skill carefully and check off each skill that you feel that you can demonstrate now or believe that you will be able to demonstrate by the time you enter the world of work. Later, we will combine these results with the results of your interest Profiler to find careers that are a good match for your Interests and Skills. [Circulate around the computer lab, helping students as needed. When students have finished the Basic Skills Survey, give them a few minutes to review their results.]
4. [Display **Portfolio page 1, Interest Profiler and Basic Skills Survey Results** using an

overhead projector or chart paper. Then refer students to this page. Read the instructions for Part 2 aloud and model for the students how to complete one example. Then have students fill out the **Part 2: Basic Skills Survey Results.**]

IV. Career Finder (10 Minutes)

1. **SAY SOMETHING LIKE:** Now we're going to combine your Interest Profiler and your Basic Skills Survey results using the Career Finder tool. This will generate a list of careers that are a match for both your interests and your skills. You can find the instructions for the Career Finder on **Student Handbook p 87, CFWV.com Basic Directions.**
 - First, click on the **Career Planning** tab on the top of the screen and then click on **Explore Careers.**
 - Under the section titled Career Exploration Tools, click on the **Career Finder.**
 - When you have clicked on the **Career Finder**, you will see a number of criteria listed on the left side of the screen. The words 'Choose Characteristics' appear at the top of this list. This list is divided into sections. Each section begins with a heading printed onto a blue bar. To combine the results of the Interest Profiler and the Basic Skills Survey, you will first look for the section with the heading 'Skills'. Click **Basic Skills.** This will give you the option to add your basic skills into the Career Finder.
 - Add your Basic Skills Survey Results by clicking on **Use Basic Skills Survey Results.** You'll find this link in the blue box in the upper right corner of the screen.
 - Now click on **Interests** under the heading "My Characteristics".
 - Click **Use Interest Profiler Results.** You'll find this link in the blue box in the upper right corner of the screen.
 - Scroll to the bottom of the screen and click **See Your Matching Careers.** The list that appears will take both your basic skills and your interests into account.
2. Display **Portfolio page 1, Interest Profiler and Basic Skills Survey Results** using an overhead projector or chart paper. Then refer students to this page. Read the instructions for Part 3 aloud and model for the students how to complete one example. Then have students fill out the Part 3: Career Finder Results.]

SAY SOMETHING LIKE: You can refine your Career Finder results by choosing additional criteria from the left side of the screen. This will help you to focus your career search further.

V. WRAP UP: Reflection (5 minutes)

1. **SAY SOMETHING LIKE:** Everyone did a great job today! Thinking about your interests and skills are important and worthwhile exercises because it helps you find careers that you will both succeed in and enjoy. Remember, however, that tools like Interest Profiler simply provide suggestions that may be helpful in focusing your career search. In the end, your own likes, dislikes, and skills are the best guide.

We won't spend a lot of time on career research this year, because there's so much to do to get you ready to graduate and plan the next couple of years of your life. But you're free to return to CFWV.com any time you need more info.

2. Next week, we'll take a look at your first-choice career to learn more about skills and education needed for this job. Then you'll see if you're academically on the right track to reach your goal.

[Refer students to **Student Handbook page 88, Interest Profiler and Basic Skills Survey Reflection**. Have them reflect on the results of the Interest Profiler tool by responding to each question. If they did not take the Interest Inventory in grade 9, they may skip the last question.]

DO NOW

Careers 1: Interest Inventory

Directions: In tenth grade, you researched several careers to find one that was a good fit. Months have passed, and you may be firmly committed to this course of action, or having second thoughts. Choose the box that explains how you feel and describe the details.

Career I chose last year: _____

I'm still excited about this career! Here's what I have to do next to reach my goal.

I have doubts about this career. Some of the things I'm concerned about are:

I really need more time to make up my mind (or can't remember what career I chose). Careers (or career clusters) I'd like to explore are:

What is CFWV.com?

CFWV.com is a web-based career exploration and planning tool that you will use to explore career and college options and to create a comprehensive career portfolio.

Features of the program include:

- **Interest and Skills Assessments** – Learn about your interests, values, skills and abilities.
- **Detailed Career Profiles** – direct links between careers and high school subjects, as well as links between careers and college programs.
- **Interviews** – interviews with real people in each occupation add depth and realism to career profiles.
- **College and Financial Aid Information** – updated yearly from the Wintergreen Orchard House database, with different search tools to help you find the right college and scholarships that fit your qualifications.
- **Electronic Career Portfolio** – available online, so family members and teachers can see how you are putting together your educational plans.
- **Resume Builder** – combines with the portfolio to help you create and print professional resumes quickly and easily.

To find out more about the program, we encourage
you to login using your access information:

Login at: **www.cfwv.com**

Enter your Account Name: _____

Enter your **password** for your portfolio (your birthday in numbers): _____

CFWV.COM BASIC DIRECTIONS

I. Connecting to CFWV.com

- Turn on the computer.
- Click on the icon that connects to the Internet (Internet Explorer, Mozilla, Firefox, etc).
- Type the web address into the dialog box (**www.cfwv.com**).
- When the CFWV.com home page appears enter your account name and password into the sign in area on the right side of the screen.

II. Creating an Account (First Time Users)

- Click on the **Create an Account** button at the top of the screen.
- Click on the **Go** button next to your grade level.
- Enter your date of birth.
- Click the **Find** button to select your school.
- Choose your school from the list. If your school is not listed, click **My school/program is not on the list**. You'll find that link at the bottom of the window.
- Enter your account information: first name, last name, year of high school graduation and e-mail address. If you do not have an email address, check the box that says, "Check here if you do not have your own e-mail and would like to use this site's account as your primary e-mail". If you choose this option, your e-mail address will be Firstname_Lastname@cfwv.com. You will be able to access your e-mail from your CFWV.com account.
- Now it is time to confirm that the account name that you have been given is available. The system provides an account name Firstname_Lastname. Click into that box and a blue button will appear below it. The blue button says, "Check if Firstname_Lastname is available. Click this button. If your account name is available, the message "Congratulations - this account name is available" will appear. If the message says that someone is already using that name, add an easy-to-remember number to the end of your username and check to see if it's available.
- Next type in a password. This password should be your birthday in numbers: 2 numbers for the month, 2 for the date, and the last 2 numbers of the year. For example my birthday would be 060579, because I was born on June 5th, 1979.
- Type the same password again.
- Write this username and password on **Student Handbook page 80, What is CFWV.com?**
- Enter in a secret question, for example, "What is your mother's maiden name?" Then type in the answer.
- Enter your Permanent address and how you learned about the site.
- Leave the bullet point set on "I'll do it later when I need it" in the section titled, "Import from a Choices Portfolio to Your Account".
- Check the box that says that you have read and agree to the privacy policy and terms of use of this site.
- Click **Create your account**.

III. Interest Profiler

- Now, click on the **Career Planning** tab at the top of the page.
- Click on the section titled **Learn About Yourself**.
- Click on the **Interest Profiler Assessment** and then click **Get Started**.
- Read each of the 180 questions to yourself and consider whether you would enjoy this activity. Answer Like, Not Sure, or Dislike.
- The Interest Profiler will select Your Top Interest Areas based on the interests you've described. You must select two to get a list of careers.
- Click the **View Careers** button to see the careers that match up with your interest areas.
- Using your results from Interest Profiler, complete **Portfolio page 1, Interest Profiler and Basic Skills Survey Results**.

IV. Basic Skills Survey

- Now, click on the **Career Planning** tab on the top of the screen and then click on the **Learn About Yourself** section.
- Click on the **Basic Skills Survey**.
- Read all of the directions and then click **Get Started**.
- Read each skill carefully and check off all of the skills that you believe that you are able to demonstrate now or that you believe you will be able to demonstrate by the time you enter the world of work.
- Look over the chart that reflects your basic skill levels. Then, click on **Review Matching Careers**.
- Review the list of careers that match your basic skills. Careers that are the best match for your skills will appear first on the list.
- To see how closely your skills match the skills needed for a particular career, click **Compare Your Skills** in the column labeled Matching Skills.
- Using the results from the Basic Skills Survey, complete Part II of **Portfolio page 1, Interest Profiler and Basic Skills Survey Results**.

V. Career Finder

- Now, click on the **Career Planning** tab on the top of the screen and then click on **Explore Careers**.
- Under the section titled Career Exploration Tools, click on the **Career Finder**.
- To combine the results of the Interest Profiler and the Basic Skills Survey, first look for the section labeled Skills on the left side of the screen and then click on the **Basic Skills** link.
- Click **Use Basic Skills Survey Results**. You'll find this link in the blue box in the upper right corner of the screen.
- Now click on **Interests** under the heading My Characteristics.
- Click **Use Interest Profiler Results**. You'll find this link in the blue box in the upper right corner of the screen.
- Scroll to the bottom of the screen and click **See Your Matching Careers**. The list that appears will take both your basic skills and your interests into account.
- You can use the Career Finder to narrow your search further by choosing additional criteria from the left side of the screen. This will help you to focus your career search.
- Using your Career Finder results, complete **Part III of Portfolio Page 1, Interest Profiler and Basic Skills Survey Results**.

Interest Profiler and Basic Skills Survey Reflection

Please answer the following questions based on your Interest Inventory results.

List your top two or three interest areas. Does this seem like an accurate description of your interests? Why or why not?

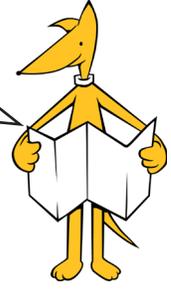
List your top two or three skills areas. Does this seem like an accurate reflection of your skills? Why or why not?

What careers were surprising?

What changes did you see from your Grade 10 career matches?

What careers are you most likely to pursue? Why?

There are so many careers to choose from. Keep a list of the ones that interest you.



Interest Profiler and Basic Skills Survey Results

Student Name: _____

Date Interest Profiler Taken: _____

Part I: Interest Profiler Results: Take the Interest Profiler. Review the list of matching careers, then write four careers that sound most interesting to you below. In the weeks to come, check off each career you investigate.

- 1. _____
- 2. _____
- 3. _____
- 4. _____

Part II: Basic Skills Survey Results: Take the Basic Skills Survey. Review the list of matching careers, then write four careers that sound most interesting to you below. In the weeks to come, check off each career you investigate.

- 1. _____
- 2. _____
- 3. _____
- 4. _____

Part III: Career Finder Results: Complete the Career Finder by combining the results of your Interest Profiler and your Basic Skills Survey. Review the list of matching careers and then write four careers that sound most interesting to you below. In the weeks to come, check off each career you investigate.

- 1. _____
- 2. _____
- 3. _____
- 4. _____

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