Welcome to the Reedley College Career Assessment Guide (CAG). Your counselor has given this to you because you have expressed an interest in discovering what career(s) would be a good match for you.

To assess the best careers for you, it’s best to look at your values (what is important to you), your interests, your aptitudes (what you are naturally good at), and your personality.

Additionally, you have personal experiences and situations that will also influence your decision.

The following pages provide resources and tools for you to use to begin your exploration. Once you complete your assessments and research, put the information together and bring it to your counseling appointment. Because the assessments are computer-based, the information you obtain will only be as good as the information you provide so…

…take your time, answer as openly and honestly as you can, and **enjoy the adventure**!

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***COUNSELING DEPARTMENT***

***(559) 638-0337***

USING TYPEFOCUS CAREERS®

**Getting started!**

* Click on the Internet Explore icon.
* Type in: <http://careers.typefocus.com>
* Select: “Click to register”.
* Enter “rc55” as the site password and complete the remainder of information.
* Click “I Accept” at the bottom of the page.
* Click “click here to start” and reenter your site code, user name and password.
* Click “Personality Questionnaire”, answer the questions, make sure the determined type is correct, and adjust if necessary
* Click “Success Factor Questionnaire” and answer
* Explore the site- it has lots of information
* Print the **web reports** and bring this to your counseling appointment.

USING SIGI 3®

*Sigi3 can only be accessed through computers at Reedley College.*

* Click on the Internet Explorer icon. Type in: www.reedleycollege.edu. Point on ◾“New and Returning Students”. Point on ◾ “Student Support Services”. Click on ◾ “Career Services” Click on ◾“Sigi-3®” icon in the middle of the website page.
* Click on “I want to create a new SIGI ID” and complete the information requested. **\*Write down your user id & password for future access.\***
* To learn more about possible careers that fit you, go to “Assessments” and complete the “Values”, “Interests“and “Activities” sections. To find occupations that match your results go to “Search by Factor”. Select the most important factors for you, bringing your list to 5-15 careers. Print the summary page.
* To learn how to prepare to succeed in your chosen field, go to “Preparing”.



* To obtain assistance in making decisions regarding your future, go to “Deciding”.
* For further information and planning, go to “Next Steps”.
* You may print whatever will be helpful to you but please use discretion and save a tree!

***-Bring your results to your next counseling appointment.-***

USING Choices Planner©

**Getting started:**

* Go to [**www.bridges.com**](http://www.bridges.com).
* Click on “Site ID” Tab

Enter the Site ID**:** **1233179**

Enter the Password: **K8c4y4Z8**

* Click on “Create Portfolio” (top right hand side of page)
* Fill out required information

**Portfolio Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Portfolio Password:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* **Click “go” to submit**

**\*\***If you want to use the Ability Profiler the password is **“begin*”***

Check out career profiles and clusters as well as personal assessments:

* [Career Finder](https://access.bridges.com/choices/work/finder/Introduction.do)
* [Interest Profiler](https://access.bridges.com/choices/work/interests/Introduction.do)
* [Work Values Sorter](https://access.bridges.com/choices/work/workvalues/Introduction.do)
* [Basic Skills Survey](https://access.bridges.com/choices/work/basicskills/Introduction.do)
* [Cluster Finder](https://access.bridges.com/cp/work/tools/cpCareerClustersFlow.do)

Find post-secondary schools, programs, financial aid and course planning:

* [School Finder](https://access.bridges.com/choices/learn/finder/Introduction.do)
* [High School Planning](https://access.bridges.com/choices/learn/planning/Browse.do)
* [Scholarship Finder](https://access.bridges.com/choices/finaid/finder/Introduction.do)
* [Compare Schools](https://access.bridges.com/choices/learn/compare/PrepareCompare.do)
* [Course Plan Builder](https://access.bridges.com/cp/learn/cpb/cpCoursePlanBuilderFlow.do)

**🡺 Bring pertinent information to your next counseling appointment for further assistance with career exploration.**

Career & Job Search Internet Sites

# Personality Assessment

## Human Metrics <http://www.humanmetrics.com>

Keirsey Temperament <http://keirsey.com>

Myers-Briggs(MBTI) <http://www.paladinexec.com>

# Career Information

Career Builder <http://www.careerbuilder.com/jobseeker/index>

Occupational Outlook Handbook <http://www.bls.gov/oco/>

Health Careers <http://www.healthcareerweb.com>

O\*Net <http://online.onetcenter.org>

Workforce Connection http://www.workforce-connection.com/

Careers in the Arts [www.nyfa.org](http://www.nyfa.org)

Careers with Non-Profit Agencies [www.idealist.org/careerguide](http://www.idealist.org/careerguide)

Career Videos http://education-portal.com/index.html

# College Search Sites

Colleges nationwide [www.collegesource.org](http://www.collegesource.org)

College majors <http://www.mymajors.com/>

CSU’s <http://www.csumentor.org/>

Private colleges <http://www.aiccumentor.org/>

UC’s <http://www.ucop.edu/pathways/welcome.html>

# Labor Market Information

National Labor Market Information <http://stats.bls.gov>

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**CAREER NOTES**

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