



California CareerZone Workbook

www.CACareerZone.org



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The California CareerZone is a web based career exploration system available free of charge. Users can learn about themselves and how they might match-up with 900 O*Net occupations that detail the job definition, interests, tasks, skills, and more. Approximately 300 of the occupations have videos showing a typical day in the life of someone in that occupation.

When you enter the CareerZone you will be presented with three primary choices **Assess Yourself**, **Explore Industry Sectors**, or Get a **Reality Check**. This workbook will provide steps for navigating the site focusing on the Assess Yourself option.



1. **Assess Yourself** contains three self-assessment tools including:
 - **Quick Assessment** that matches your personality with potential jobs.
 - **Interest Profiler** that helps you decide what kinds of occupations and jobs you might want to explore based on your interests.
 - **Work Importance Profiler** that gives you a list of jobs that reflect your values.
2. **Explore Industry Sectors** takes you directly to the 900 occupations organized into 23 industry sectors.
3. Get a **Reality Check** takes you to the California Reality Check web site where you can build a budget to match your future adult lifestyle choices and then connect it to potential occupation, education and training choices.

You can also choose to begin with the **Search Occupation** option to explore almost any occupation by simply typing it into the search field.

The California CareerZone is produced by the California Career Resource Network (CalCRN) — www.CaliforniaCareers.info.

Workbook Table of Contents:

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- Pages 3 and 4:** Exploring Occupations — exercises to help have a successful experience with the site.
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- Page 6:** Career Goal Worksheet — a summary page for information related to education and the chosen occupation(s).

Holland Code Tutorial

John Holland's vocational/career choice theory proposes that people who choose to work in environments that are similar to their own personality type are more likely to experience success and satisfaction. Holland proposes six personality types matched with six work environments: **Realistic**, **Investigative**, **Artistic**, **Social**, **Enterprising**, and **Conventional** (summarized as RIASEC).

By using the CareerZone's Quick Assessment and Interest Profiler, you will be able to determine your "Holland Code" that utilizes the first letter from the three areas that you most closely identify with. Here are descriptions of the six work environments that will be matched to your personality.

Realistic (R)

Realistic occupations frequently involve work activities that include practical, hands-on problems and solutions. They often deal with plants, animals, and real-world materials like wood, tools, and machinery. Many of the occupations require working outside, and do not involve a lot of paperwork or working closely with others.

Investigative (I)

Investigative occupations frequently involve working with ideas, and require an extensive amount of thinking. These occupations can involve searching for facts and figuring out problems mentally.

Artistic (A)

Artistic occupations frequently involve working with forms, designs and patterns. They often require self-expression and the work can be done without following a clear set of rules. Independence and using creativity to solve problems are strong values in the artistic work environment.

Social (S)

Social occupations frequently involve working with, communicating with, and teaching people. These occupations often involve helping or providing service to others. Cooperation is a strong value in the social work environment.

Enterprising (E)

Enterprising occupations frequently involve starting up and carrying out projects. These occupations can involve leading people and making many decisions. Sometimes they require risk taking and often deal with business.

Conventional (C)

Conventional occupations frequently involve following set procedures and routines. These occupations can include working with data and details more than with ideas. Usually there is a clear line of authority to follow.

Exploring Occupations

Step 1

Before you go to the CareerZone website, take some time to think about occupations that interest you. What are your current ideal occupational choices? (for example: welder, doctor)

Step 2

Go to “Assess Yourself” and complete the “Quick Assessment.”

List the Holland Codes and occupations identified from the “Quick Assessment” that most interest you. (For example: ASE Music Director; AES Art Director, etc.) *Note: It is O.K. if the careers you listed in Step 1 are not listed under your codes below. You are exploring the world of work, not making your final choices yet.*

Code	Career	Code	Career

Step 3

Complete the “Interest Profiler.” If more occupations interested you in this step, write them down in the space below.

Step 4

Complete the “Work Importance Profiler.” Be sure to read the directions carefully and take your time! List your top 2 work values List your other work values.

List the occupations that match those values

Exploring Occupations (continued)

Step 5

Choose at least 3 (total) occupations that are listed from Steps 1 - 4. Try to include at least one occupation from each step.

Read the descriptions on the CareerZone for each of the occupations you listed above. List the skills or tasks that you think you would enjoy using in those occupations.

What skills do you already have from the list above?

What skills are you looking forward to learning?

What is the **lowest** education level you would need to get in order to acquire any of those occupations?

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What is the **highest** education level you would need to get in order to acquire any of those occupations?

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Resources

California Career Resource Network

<http://www.californiacareers.info>

Career resources for California residents.

California CareerZone

<http://www.cacareerzone.org/>

Information about 900 California occupations, day-in-the-life videos for 300 of the occupations.

Reality Check

<http://www.californiarealitycheck.com/>

Find out how much money you will need for your future.

Who Do U Want 2 B

<http://www.whodouwant2b.com/>

Information on California high school and community college courses, career options, and financial assistance. Videos of California Community College graduates sharing their stories.

Roadtrip Nation

<http://www.roadtripnation.com/>

Video interviews created by college students traveling the country in green RVs, from bakers to technology gurus.

California Colleges.edu

<http://www.californiacolleges.edu/>

Information about more than 200 colleges (public and private) in California.

Job Outlook for California Community College Occupational Education Programs

<http://www.labormarketinfo.edd.ca.gov/CommColleges/>

Statewide and local area occupational projections for California Community College programs.

California Training Programs

<http://www.labormarketinfo.edd.ca.gov/cgi/career/>

The Employment Development Department's Career Center includes information about training programs and providers across California.

Career Voyages – U.S. Departments of Education and Labor

<http://www.careervoyages.gov/>

Information on high growth, in-demand occupations and the skills and education needed to attain those jobs.

College Navigator - U.S. Department of Education

<http://www.nces.ed.gov/collegenavigator/>

Information about nearly 7,000 postsecondary institutions in the United States.

School To Employment Pathways System (STEPS)

<http://www.cpec.ca.gov/Accountability/Steps.asp>

College and career information from California's Postsecondary Education Commission.

Career Clues

<http://www.careerclues.org/>

Activities designed to help students gather and interpret important information about themselves and what they want from their lives.

Missing Major

<http://www.missingmajor.com/>

Interactive, video based site that allows students to create a Personal Profile sheet, which will lead them to next steps at their community college's career center or counselor's office.

Career Goal Worksheet

This worksheet can be used to compile and summarize some of the information you have found while exploring potential occupations. Facing this page you will find a listing of websites that can also be used as resources to help answer many of these areas. As time progresses, it may be helpful to return to this worksheet to revisit some of the information detailed and determine if it is still fits with your path.

Name _____ Class _____ Date _____

Career Path/Occupation(s)

Education/Training Level Required for Entry into this Career Path

High School Subjects Helpful in Preparing for this Career Path

Related Career Technical Education Programs provided by the School District

Related Community and/or work experience opportunities

College Majors Related to this Career Path

Colleges that offer this major

Related Post-Secondary Training Programs/Apprenticeship Opportunities



State of California

Produced by the
**California Career
Resource Network
(CalCRN)**

1430 N Street, Suite 4503
Sacramento, CA 95814

(916) 323-6544 Phone
(916) 322-0842 Fax

www.CaliforniaCareers.info