**Career Exploration and Information Sites**

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With the current state of the economy, more and more adult students are facing lay-offs and unemployment. As a result, they are enrolling in adult education programs to retrain for new jobs or gain basic skills and technical abilities to keep their current jobs, or are exploring other career possibilities. These students may come to you with vocational and career-related questions, and the following online resources could be of assistance in answering their questions, or you may choose to incorporate job search and career exploration into your curriculum. There are several useful sites, many of which have personality and skills inventories to help students find a field that suits their abilities, experiences, and preferences. Many sites also have videos showing people on the job, interviews, and current labor market information including demand, pay, and education or training required. Included here are a few classroom projects for using some of the sites, which can be modified or adapted to your particular discipline.

# California CareerZone



[California CareerZone [www]](http://www.cacareerzone.org/index.html) is a comprehensive site for students to "explore exciting jobs and occupations that the Golden State has to offer and to learn about what career path interests" them.

There are three main parts of the site. The first is "[**Assess Yourself [www]**](http://www.cacareerzone.org/assessments)," which has three assessments:

* [Quick Assessment [www]](http://www.cacareerzone.org/quick) - which jobs match your personality (5 minutes for completion)
* [Interest Profiler [www]](http://www.cacareerzone.org/ip/) - which jobs match your interests (30 minutes for completion, with downloadable PDFs in Spanish, Chinese, and Vietnamese)
* [Work Importance Profiler [www]](http://www.cacareerzone.org/wip/) - what jobs match what you value in an occupation (30 minutes for completion)

[Download directions [pdf]](http://www.otan.us/members/%2C%2C/%2C%2C/images/internetclassroom/CACareerZoneQuickAssess.pdf) on using the Quick Assessment to explore careers.

The second section of the site is [**Explore Job Families (Clusters) [www]**](http://www.cacareerzone.org/clusters), which lists occupational information for careerss in more than 20 occupational areas. For each career listed, ranging from Aerospace Engineering and Operations Technicians to Wellhead Plumbers, there is a brief job description, including the knowledge and skills needed to work in the job, as well as information about the tasks, wages, outlook, college, or training needed, similar occupations, and job openings in California. Many job descriptions also include a captioned video.

The last main section of the site is [**California Reality Check [www]**](http://www.californiarealitycheck.com/), with three parts: [Reality Check [www]](http://www.californiarealitycheck.com/cities.php) (find out how much money you need to earn to support yourself and jobs that pay that amount), Future Salary (find jobs that pay a predetermined salary), and [Occupation Direct [www]](http://www.californiarealitycheck.com/choose_occupation.php) (choose a job to find annual and monthly salary information). [Download directions [pdf]](http://www.otan.us/images/internetclassroom/RealityCheck.pdf) on using "Get a Reality Check."

# Other Budget and Salary-Related Sites:

* [**Salary.com [www]**](http://salary.com/)**'s** Salary Wizard - Enter a job title and a zip code to see average base pay and benefits in a given location. The home page also has a "Cost of Living" section for comparing salaries and the cost of living between cities, and a "Benefits Calculator/ Wizard" for calculating and comparing the value of your benefits.

# [**Retirement Calculator [www]**](http://www.planningtips.com/cgi-bin/retire.pl) - enter your annual salary, numbers of years until retirement, and other information to find out how much money you will need to retire

# Other sites for personality and other types of self-assessments:



* [**Career Path** [www]](http://www.careerpath.com/career-tests/careertestingcenter.aspx): Career Planner Quiz, Job Discovery Wizard, Job Satisfaction Quiz, [Color Career Counselor [www]](http://www.careerpath.com/career-tests/colorcareercounselor.aspx), Color Career Indicator, and Career Planner Report. Download an [assignment prompt [pdf]](http://www.otan.us/images/internetclassroom/ColorCareerCounselor.pdf) for Color Career Counselor.
* [**Career Games** [www]](http://www.careergames.com) (also with quizzes on job interviews, contacting prospective employers, and more)
* [**Career Key** [www]](http://www.careerkey.org/english)
* [**Keirsey Temperament Sorter** [www]](http://www.keirsey.com/sorter/instruments2.aspx?partid=0) (e-mail address needed)
* [**New York Career Zone** [www]](http://www.nycareerzone.org/)
* [**Queendom.com [www]**](http://www.queendom.com/tests/career/index.html) Online Career Quizzes
* [**Who Do You Want 2B?**: [www]](http://www.whodouwant2b.com/) Pathfinders game and quiz for California

# Investigate a Specific Career

Similar to California CareerZone's "Explore Job Families," there are numerous other sites that provide up-to-date, detailed information on occupations. Students can use these to find answers to career questions, or you may want to assign a career research project in which students summarize their findings in writing and/or in an oral presentation, such as this [assignment [www]](http://www.otan.us/images/internetclassroom/CareerResearchProject.pdf), designed for EL Civics advanced level ESL students, which can be adapted for different purposes.



**Sites with career and job search information:**
[**America’s Career Information Network** [www]](http://www.acinet.org/)[**California Careers [www]**](http://www.californiacareers.info/)[**California CTE Pathways [www]**](http://www.capathways.org/)[**California Employment Development Department [www]**](http://www.edd.ca.gov/default.htm)[**California Employment Development Department Occupational Guides [www]**](http://www.labormarketinfo.edd.ca.gov/occguides/)[**California Employment Development Department Labor Market Information Division [www]**](http://www.labormarketinfo.edd.ca.gov/)[**California WorkSmart [www]**](http://www.worksmart.ca.gov/job_titles_menu.html)[**Career and College Planning Resources [www]**](http://www.khake.com/page51.html)[**Career and Occupation Descriptions [www]**](http://www.khake.com/page97.html)[**Career Explorer [www]**](http://www.careerexplorer.net/career-videos/)(Videos on a variety of careers)[**Career OneStop [www]**](http://www.careeronestop.org/)[**Education-Portal.com [www]**](http://education-portal.com/)[**Internet Career Connection [www]**](http://www.iccweb.com)[**Job Star [www]**](http://jobstar.org/tools/career/spec-car.php)[**O\*Net Online [www]**](http://online.onetcenter.org/)[**Road Trip Nation [www]**](http://roadtripnation.com/CTE/)[**State Center Consortium Industry Sectors [www]**](http://statecenter.com/industrysectors)[**U.S. Department of Labor [www]**](http://www.bls.gov/)[**U.S. Dept. of Labor Career Guides to Industries [www]**](http://www.bls.gov/oco/cg/home.htm)[**Vocational Information Center [www]**](http://www.khake.com)

# Use Online Classified Advertisements to Find a Job

Help students learn how to search for a job 21st Century style. Assign students to use online classified ads to investigate job openings where they live. With this [real-life project [www]](http://www.otan.us/images/internetclassroom/RelocationProject.pdf), students imagine that someone they know is relocating to their city. Students are tasked with finding that person a job and housing, while keeping within a reasonable budget.

**Job Search Sites:**



* [**America's Job Bank** [www]](http://www.ajb.dni.us)
* [**Career Builder [www]**](http://www.careerbuilder.com/)
* [**Craig's List [www]**](http://www.craigslist.org)
* [**Monster [www]**](http://www.monster.com)
* [**Saludos Career Search [www]**](http://www.saludos.com) (employment information for the Hispanic population)
* [**Snagajob** [www]](http://www.snagajob.com/)
* [**WetFeet [www]**](http://www.wetfeet.com/)
* of course, the online version of your local newspaper

Also note that many of the sites listed above in other sections also have job listings.

# Other occupational online resources:

* [**California Department of Education California Direct Connect:** [www]](http://www.cde.ca.gov/re/dc/) Links to your Future (finding a job, career and educational opportunities, overcoming barriers to work)
* [**Career Magazine** [www]](http://www.careermag.com) for job seekers
* [**Career Path** [www]](http://www.careerpath.com/) by Career Builder: Personality assessments, career advice, resources
* [**MyFuture.com:** [www]](http://www.myfuture.com/careers/articles-advice/) Advice for job seekers
* [**I-CANS: Integrated Curriculum for Achieving Necessary Skills** [www]](http://www.literacynet.org/icans/index.html)
* [**Internet4Classrooms Career and Technical Links [www]**](http://www.internet4classrooms.com/career_tech.htm): Career guides and lesson plans
* [**CollegeGrad.com**: [www]](http://www.collegegrad.com/) Top jobs, employers, careers, videos
* [**Journal of Career and Technical Education** [www]](http://scholar.lib.vt.edu/ejournals/JCTE/)
* [**PBS KET LiteracyLink** [www]](http://litlink.ket.org/learning_plan.aspl): Workplace Essential Skills, Pre-GED, and GED Connection
* [**PBS's In the Mix: Careers** [www]](http://www.pbs.org/inthemix/shows/show_careers.html)
* [**PBS's Livelyhood: Planet Work** [www]](http://www.pbs.org/livelyhood/planetwork/index.html)
* [**Southern LINCS Workforce Education LAB** [www]](http://slincs.coe.utk.edu/gtelab/default.html)**:** Activities that focus on the basic skills and knowledge adults need to be effective in the 21st Century workplace
* [**California Career Briefs** [www]](http://cacareerbriefs.com/): student lessons, Web activities, free resources

# ESL/Literacy-Specific Sites:

* [**EnglishForMyJob** [www]](http://englishformyjob.com/) (English vocabulary/grammar quizzes for the hospitality industry and customer service/politeness training)
* [**Learning Line Employment Activities** [www]](http://www.rmpbs.org/resources/files/education/learningline/activities/activities05.htm)
* [**REEP World's Work Section** [www]](http://www.reepworld.org/englishpractice/index.htm)
* [**The Learning Edge Workplace Issues** [www]](http://www.thewclc.ca/edge/)