1. **PERSONAL DATA** **Guidance Direct School ID/Password: 6329410/O36S7907**

Name: **Career Zone/Guidance Direct Username:**

**Career Zone/Guidance Direct Password:**

1. **REVIEW OF STUDENT CAREER PLAN -** Yearly

|  |  |  |
| --- | --- | --- |
| Grade Level: | Date of Review: | Possible Reviewers (Initials) |
| Student: | Parent / Guardian: | Teacher: | Counselor: | Other: |
| 9 |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |
| 11 |  |  |  |  |  |  |
| 12 |  |  |  |  |  |  |

1. **SELF KNOWLEDGE (9th)** – Who am I? Does my personality fit my career of interest?
	1. **My Personality Type** – Based on Holland’s Theory (REASIC) [use [www.careerzone.ny.gov](http://www.careerzone.ny.gov) , create an account, “my portfolio”, “Interest Profiler 02”, “Start a new interest profiler”, write your 3 digit personality type OR use the interest profiler on [www.guidancedirect.com](http://www.guidancedirect.com) ]

|  |  |  |
| --- | --- | --- |
| Primary Type (highest score) | Secondary Type (2nd highest score) | Tertiary Type (3rd highest score) |
|  |  |  |

1. **CAREER EXPLORATION (9th & 10th )** – Where do I think I am going in terms of a career?

**Occupations of Interest and Characteristics** – I might like and have learned about the following careers at [www.bls.gov/oco](http://www.bls.gov/oco) or at [www.guidancedirect.com](http://www.guidancedirect.com)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Careers of Interest: | Training / Education Requirements: | Courses / Skills Need to Acquire Now: | Wages: | Accept-able? Y/N |
| 1) |  |  |  |  |
| 2) |  |  |  |  |
| 3) |  |  |  |  |

1. **FUTURE CAREER GOALS AND PLANNING FOR COLLEGE**
	1. **Career Goals and Planning (9th & 10th)** – How do I get to my Career of Interest?

|  |  |
| --- | --- |
| **List career strengths (career skills/training):** | **List career needs (career skills/training):** |
| **Career Related Goals (based on needed career skills/training):** | **Academic Plan:**(HS/career/CTE/ or BOCES courses needed for my career) | **Experience Plan:** (experience needed for my career) |
| 1) |  |  |  |
| 2) |  |  |  |

* 1. **Colleges to Prepare Me (11th)** – Go back to [www.careerzone.ny.gov](http://www.careerzone.ny.gov), log in to your account, “Interest Profiler 02”, “3-Show Results”, “View Occupations”, click on your occupation, scroll to “school programs” click on “find colleges” or “find training” for possible college options in New York State OR go to [www.guidancedirect.com](http://www.guidancedirect.com)

|  |  |  |  |
| --- | --- | --- | --- |
| **CHARACTERISTICS** | **COLLEGE #1** | **COLLEGE #2** | **COLLEGE #3** |
| Type of school-2year,4year,technical |  |  |  |
| Location |  |  |  |
| Average GPA of freshman (if known) |  |  |  |
| Majors available that interest you |  |  |  |
| 1. Tuition and fees
 |  |  |  |
| 1. Room and board cost
 |  |  |  |
| Total cost (a + b) |  |  |  |
| Personal Question #1 (for college fairs or college visits) |  |  |  |
| Personal Question #2 (for college fairs or college visits) |  |  |  |

**How To Login to Guidance Direct/Career Connections**

Go to: <http://www.guidancedirect.com> guidance direct career connections, **click on "Student Login**" then **enter Oxford's School ID: 6329410** and **School Password: O36S7907**, (the first is the letter O and the other is the number zero) then **enter your username and Password** that you created (see above or click “create an account” if you are new to the site).

**Finding Careers, Colleges, Scholarships with Guidance Direct/Career Connections:**

1. **To Find A Career:**
* From the main menu, take the “Interest Profiler” then click, “matching occupations” OR
* From the main menu, click on “Occupation Search”
* Then for info on military careers, click “Military Occupation Search” OR
* If not military bound and want to browse careers, then click “Quick Search”
* Select a general field of work from the drop down menu, then click “Go”
* Click on an occupation close to what you think you are interested in
* Read about the career – education, skills wages, etc.
* Save to your Portfolio to come back to later

**THEN** continue below to look for colleges to prepare you (go to Step B.)

1. **To Find Colleges With Majors To Prepare For Occupations:**
* Go to the “Related Majors” section of an occupation
* Click on a college major to see colleges that offer that major
	+ These colleges nationwide so you can “edit search” to narrow it down by “location” or other factors, then click “get results” (SUNY listed alphabetically under State University of New York)
* Save the colleges in your Portfolio to come back to later
1. **For Quick Lookup of SUNY College Majors:**

<https://www.suny.edu/student/search_programs/currfd_oas_main.cfm> and click on “Search by major” and put in a key word of a college major, then hit “start search” to look up colleges with that major.

1. **To Find Scholarships (12th):**
* From the main menu, click on “Scholarship Search”
* Click on “Advanced Search” (unless you know the name of a scholarship and are looking for information on it then you can click on “Quick Search”)
* Answer questions and click “Get Results”

HINT: If you narrow your search too much by answering too many questions, you will not get any scholarships…I suggest you answer only 1 question at a time, and keep adding questions until you get a reasonable number of scholarship results.

* When you find a mix of questions that returns some good scholarships “Save Search”

**More on Careers Found at the Occupational Outlook Handbook:** [www.bls.gov/ooh](http://www.bls.gov/ooh)

* If you cannot find a career on the Guidance Direct/Career connections site try this link
* Search by 1) Occupation Group OR 2) by using a key word in the search box.