



Develop Confidence in Your Degree Decisions Activity

To help you become knowledgeable in the career planning process, the Career Center has developed the following plan to set you on your way.

After completing this activity, I will be confident that I have chosen the right field of study because I have done the following:

1. Identified my values, interests, personality traits, and skill sets (VIPS)
2. Identified careers related to my VIPS
3. Selected a degree and possibly a minor that will directly support my career options
4. Identified a few other career/job/major options related to my target careers

To do this I will:

- View video tips on selecting a major:
<https://bigfuture.collegeboard.org/explore-careers/college-majors/8-video-tips-for-finding-majors-and-careers> and review the information in the following article: <https://bigfuture.collegeboard.org/explore-careers/college-majors/the-college-major-what-it-is-and-how-to-choose-one>
- Complete the Indiana Career Explorer self-assessments at www.indianacareerexplorer.org and explore the careers related to the results of my assessments gauging my values, interests, personality, and skill set. Refer to the “Indiana Career Explorer User Guide” for complete directions.
- Confirm my degree program will lead me to my career goals and/or visit the career center for assistance in choosing a degree program.
- Research suggested occupations in Indiana Career Explorer and on the “What can I do with a major in?” website at <http://careercenter.indianatech.edu/vcc/majors-careers/> to determine if they are a good fit with my values, interests, personality, and skill sets.

- Complete the “Career Research/Outlook,” and “Dream Job” activity worksheets to better understand the occupations I am exploring.

Let’s get started!

Step 1: Values: What Do You Value About Work?

Individuals have different desires for what they hope to achieve from their jobs and careers. For example, teachers place a much greater value on educating and impacting the lives of their students than they do on financial rewards. For some, working alone is important, and for others, financial gain is essential. What do you value?

Step 2: Self-assessment of Interests

By completing interest inventories, students are able to see careers that relate to their interests. It is essential that you have an interest in your field of study, otherwise you will not be able to sustain the commitment to your education, both in and outside of the classroom, for long. Go to the Indiana Career Explorer at www.indianacareerexplorer.org to complete the career assessments and once you have completed them, explore the careers related to your results.

My top 3 careers I am interested in are:

1. _____
2. _____
3. _____

Step 3: Personality

Research has shown that many of the different personality types tend to have distinct preferences when choosing a career. In order to further aid you in the discovery of your own self and to assist you with choosing a degree program, we suggest you complete the 16 Personalities test, which can be found at <http://www.16personalities.com/free-personality-test>.

While this information is helpful, it does not comprise a complete analysis of ideal careers for individuals, and does not guarantee success or failure at any occupation. As we know, individuals vary greatly. However, we certainly encourage personal self-awareness and taking the time to research in order to become your best self.

My preferences are reported to be (list four letter personality type) _____

Based on my personality type, three careers I am interested in that are a match to my personality are:

1. _____
2. _____
3. _____

Step 4: Examination of Skills and Abilities

One of the most important elements in choosing a degree program (and a future career) is a realistic review of your strengths and weaknesses, skills and abilities. It's important to take an honest view of the areas you are best at and the skills you possess, as well as those you struggle with. The assessments in Indiana Career Explorer also look at your skills and abilities. By completing these exercises you are helping to integrate not only the careers that you have an interest in, but also the ones that you have the skills for, just make sure you are honest in your opinions of your skill level.

Write down your best skills and abilities.

1. _____
2. _____
3. _____

Step 5: Researching Occupations and Careers

Many students have an idea of the types of work they may want to do, but rarely do they have a complete understanding of the requirements of the work – or even what the work fully entails. Others have never really thought about careers and have little or no knowledge of what they want to do after college. This step involves conducting research and recording the information you found about one or more potential fields.

Complete the following using information in Indiana Career Explorer or other resources.

Title of Occupation _____

Describe the occupation including main duties and responsibilities.

What are the education and training requirements for the occupation?

List other required qualifications such as licensing, certifications, etc.

What college classes would help you prepare for this occupation?

Does this occupation deal mainly with people or data, and is this in line with my personal VIPS?

List possible minors or concentrations that would complement your major and make you more marketable for your chosen career.

What is the average wage or salary for this career?

List the places and work environments where people in this occupation might work.

What are the opportunities for advancement?

List the name and title of a person you know of who is in this occupation.

Is this occupation available in your area? List companies or other places of employment in your area in which this occupation is located.

What is the employment outlook for this occupation?

Dream Job Activity

Step 1: Begin your “dream job” search online and print out a job that excites you or that you strive to hold one day. This should not be something that you could realistically apply for now. List any websites you visit that contain jobs you are interested in:

Step 2: Conduct a gap analysis- Review the “education” and “experience” section of the position you have found. Highlight the key skills, credentials, and education the employer is seeking (what you are currently lacking).

What I have that meets the job requirements:

What I need to work on:

Step 3: Student Self-Assessment

Am I on the right academic path to someday qualify for this job? Yes/No

What changes do I need to make to my academic path to better prepare?

Step 4: Review and highlight the keywords that you are naturally drawn to in the “job duties” or “skills” sections. Some of those words are:

Step 5: Student Self-Assessment

Which of these job duties am I most excited to perform?

Are there entry-level jobs/internships that include some of these same skills and responsibilities?

Step 6: Start looking for opportunities to gain the skills and experience needed to obtain your dream job.

Ways I can gain skills:

Organizations I might seek internships with and other ways I can gain experience:

Minors or classes I might take:

Clubs, organizations or volunteer experiences that might help:

Faculty or mentors I might reach out to:

After you complete these worksheets, make an appointment with a Career Counselor in the Career Center at 260-422-5561 ext. 2217 to discuss the results. They might help you accomplish the following:

- Complete a job shadowing experience with an alumni or employer.
- Conduct informational interviews with faculty members to learn more about degrees.
- Conduct informational interviews with employers and alumni to discuss various careers and the outlook for certain fields.
- Attend career fairs and talk with employers about their industry
- Read industry and trade journals

Good luck in your career search, and the road to being
Educated, Experienced, and Equipped!