

### Under Self-Assessment

**\*\*\* MAKE SURE TO “SAVE” OCCUPATIONS YOU ARE INTERESTED IN AS YOU GO!**

- Begin by taking the Work Interest Assessment
  - Review your RIASEC scores on a graph
  - Read the descriptions of your top three (3) RIASEC codes
  - Hit “continue” to go to your occupational/job matches.
  - Switch to “Table View”
  - Review supporting majors at ICC, job family and salary.
  - Click on each of your matches to explore more – Training, tasks, profile, outlook, work conditions, skills, educational requirements, professional associations
  - You can also switch from viewing “Majors for Occupations” to “Occupations for Majors.”
  - **Save occupations you are interested in.**

**\*\*\* Click on “EXIT TO THE DASHBOARD” at the top of the page.**

- **Return to Self-Assessment**
- Take the Values Assessment
  - Pick Your Top 3 Values from: Altruism/Helping, Artistic, Creativity, Helping others, Income, Independence, Influence, Physical things, Prestige, Risk taking, Stability, Tangible results, Working outdoors
  - Hit “continue” to go to your occupational matches.
  - Switch to “Table View”
  - Click on each of your matches to explore more – Training, tasks, profile, outlook, work conditions, skills, educational requirements, professional associations
  - You can also switch from viewing “Majors for Occupations” to “Occupations for Majors.”
  - **Save occupations you are interested in.**

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- **Return to Self-Assessment**
- Take the Personality Assessment
  - Read a description of your Personality Type
  - Hit “continue” to go to your occupational matches.
  - Switch to “Table View”

- Click on each of your matches to explore more – Training, tasks, profile, outlook, work conditions, skills, educational requirements, professional associations
- You can also switch from viewing “Majors for Occupations” to “Occupations for Majors.”
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- **Return to Self-Assessment**
- Take the Leisure Assessment
  - Answer 36 questions about what you enjoy in your free time
  - Explains your results related to Aesthetic, Sharing, Inquiring, Eager, Correct, Reality
  - Examine your Leisure Code and read the description.
  - Hit “continue” to go to your occupational matches.
  - Switch to “Table View”
  - Click on each of your matches to explore more – Training, tasks, profile, outlook, work conditions, skills, educational requirements, professional associations
  - You can also switch from viewing “Majors for Occupations” to “Occupations for Majors.”
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- **Return to Self-Assessment**
- Take the Skills Assessment
  - Select 3 skills – only can pick 3 - from categories of Communication skills, People skills, Problem-Solving skills, Management skills, Creative and Artistic skills, Scientific skills, Technical skills
  - Hit “continue” to go to your occupational matches.
  - Switch to “Table View”
  - Click on each of your matches to explore more – Training, tasks, profile, outlook, work conditions, skills, educational requirements, professional associations
  - You can also switch from viewing “Majors for Occupations” to “Occupations for Majors.”
  - **Save occupations you are interested in.**

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- **Return to Self-Assessment**

- **COMBINE YOUR RESULTS**
  - On the right side, hit “Combine”
  - Click “ALL” and then click “Apply” to look at how many occupations match all assessments.
  - The circles on right mean your interests match: W (work), V (values), P (personality), S (skills), L (Leisure)

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- **Go to Explore the Possibilities**
- What Can I Do with a Major in Offered at ICC? (Lists majors at ICC and if any of those match your interests, it will have a check mark by it.)
- What can I do IF I majored in...? (Explore 16 Major Categories, click on each category and majors/occupations will come up within that category)
- Explore any occupation (A-Z)
- Explore occupation by Job Family (Explore 22 Categories, click on each category and majors/occupations will come up within that category)
- COMPARE 2 OCCUPATIONS SIDE BY SIDE (Pick two occupations and hit “compare” and it will give a side-by-side comparison of: training, job tasks, interests, values, working conditions, earnings, outlook, education requirements, advancement, professional associations.)

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- **Go to Career Planning Foundations**

My ability to self-assess:

- My Career Planning Involvement
- What do I know about trends, the job market, decision-making?
- Results are given in a graph, with scores ranging from 0 to 5, regarding how “prepared” I am in Self-Assessment, Career Exploration and Career Planning Satisfaction. Read each description.
- My Academic Strengths
- Rank: What I do well in, don’t do well in and what I never took.
- Read your summary.
- Am I Career Ready?
- Tells you about the 8 NACE Competencies for Career Readiness. (Critical thinking, Communication, Teamwork, Technology, Leadership, Professionalism, Career & Self Development, Equity & Inclusion)
- Hit “Begin Module” at the bottom of the page and answer the questions.
- Results are shown in a graph with scores ranging from 0 to 100.
- Read about your score and how to develop each competency.
- Review the table, comparing your competency level with new grads and with employer’s expectations.

- What competencies do you need to improve?
- Select thing you will do to improve the competency and read the examples.

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● **Go to Take Action**

- My Education
  - Enter information about Degrees, Study Abroad, Achievements, Campus Involvement, Certifications.
- My Professional Development
  - Enter information about Career Objectives and Goals, Internships, Work Experience, Volunteer/Community Services Experience, Network of Contacts, Social Networking, Professional Memberships
- Résumé/Cover Letter
  - Allows you to upload your résumé and other professional documents.

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● **Go to Reports**

- My Saved Occupations
- My Saved Majors
- My Summary Report
  - Click on “VIEW YOUR REPORT”
  - Click on “Select All” and “Continue”
  - You can print out your full report here.

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● **Go to Additional Resources**

- Check out Job Boards and Internships Opportunities and Recommended Websites.