

California CareerZone

What's your plan?



Student Workbook



This workbook is provided by the [California Career Resource Network](https://www.californiacareers.info/)
(<https://www.californiacareers.info/>)

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Overview

Use the California CareerZone to explore and plan your career. The CareerZone helps you explore your interests, knowledge, and skills and matches them to occupations that may be a good match for you.

You can look at occupational profiles to see how much money you can make, what you'll need to do and know to work in that occupation, and whether or not there'll be future job openings.

On the CareerZone homepage, you'll see three choices: Discover Possibilities, Explore Industry Sectors, and Your Career Hub. Use this workbook to start exploring your future.

Discover Possibilities

Has tools to help you explore occupations that are a good match for you.



Discover Possibilities

You can use the following activities to learn more about yourself.



Make Money Choices
How much money will you need to support your lifestyle, and which occupations will enable you lead the life you want? Developing a budget can help you explore these options.



Interest Profiler
Discover what your interests are, and how they relate to the world of work. The Interest Profiler helps you decide what kinds of occupations and jobs you might want to explore based on your interests.



Quick Assessment
Explore jobs that best match your personality. Are you realistic, investigative, artistic, social, enterprising, or conventional? Find out with this quick assessment.



Work Importance Profiler
What's important to you in a job? Discover how much you value achievement, independence, recognition, relationships, support, and working conditions in a job. Get a list of jobs that reflect your values.



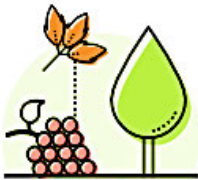
Skills Profiler
What skills have you acquired through your jobs and other activities? The Skills Profiler can help you explore occupations that require your skillset.

Explore Industry Sectors

Takes you directly to the 900+ occupations organized into California's 15 industry sectors and 58 career pathways.

California Industry Sectors

Select an option below to learn more about the opportunities within it.



Agriculture and Natural Resources



Arts, Media, and Entertainment



Building and Construction Trades



Business and Finance



Education, Child Development, and Family Services



Energy, Environment, and Utilities



Engineering and Architecture



Fashion and Interior Design



Health Science and Medical Technology



Hospitality, Tourism, and Recreation



Information and Communication Technologies



Manufacturing and Product Design



Marketing Sales and Service



Public Services



Transportation

Your Career Hub

Is your account home base. It helps you take advantage of all the features of the CareerZone and keeps track of occupations you'd like to learn about. Instructions for creating and using Your Career Hub are below.



What is the Career Hub?

The Career Hub provides personalized recommendations to you about which occupations to view, which activities to perform, and what local opportunities are available for you. The system learns from your exploration to always display items that are relevant to you.

How do I access the Career Hub?

All you need to do to get started with the Career Hub is sign up for a free account. From then on, anything you do while logged in, will feed back to the Career Hub and update your feed.



Use Your Career Hub to:

Track occupations and post high school options you've rated

Save journals, research, and plans

Create and save budgets to help you find occupations that support your lifestyle goals

Get personalized information

Create Your Career Hub Account

1. Go to [California CareerZone](https://www.cacareerzone.org/) (https://www.cacareerzone.org/)
2. **Select** "Your Career Hub"
3. **Select** "Get Started" then **fill in** the form:
 - User Name
 - Password
 - Which describes you best? (**Select** Student)
 - Zip code (of your school)
 - **Select** "Next"

4. **Select** “Tell us a bit about yourself” then fill in the form:

- Your first and last names are **optional**.
- An email address is also optional; **but** if you want to be able to retrieve your password or receive notifications, you’ll need to provide an email address.
- Type in your school name **or** select it from the dropdown menu.
- Choose your graduation year.
- **Select** “Register”. You’re now logged into your new account.

Saving and Using Assessment Results

Important: You need to log into Your Career Hub account *before* taking any of the assessments so that your results will be saved. If you don’t, you’ll lose your work. To view and use your assessments results:

- Log into your account.
- Go to the top navigation bar. Select “Grow”.
- From the dropdown menu, select “Portfolio Summary Report”.

You’ll see all your assessment results and a list of occupations that match your results.

Saving Occupations

Save occupations you like by rating them “thumbs up”:

- Log into your account.
- While looking through occupational profiles, if you like the job, select the “thumbs up” icon.

To see your saved occupations, go to Your Career Hub and look at the “Recently Liked Items” in the right-hand column.

Sharing Occupations

Use the social media link in the “Media Gallery” to share your interests with friends, teachers, and family. The Media Gallery is at the top of each occupation’s profile. **Select** the arrow. From the popup window, **select** the media outlet you want to use.

Returning to Your Career Hub

You can return to your Career Hub by selecting the down arrow next to “Hi <your name>” at the top of any page. When the dropdown menu opens, select “My Career Hub”. Or, you can go to the homepage and select “Your Career Hub”.

Start Exploring Occupations

Step 1: Your Career Hub

On the CareerZone homepage, select “Your Career Hub”. If you have an account, log in. If you don’t have an account, follow the onscreen instructions and create one.

Step 2 Interest Profiler

Once you’re logged in, go back to the homepage. **Select** “Discover Possibilities”. On the “Discover Possibilities” page, **select** the “Interest Profiler”. **Choose** the 30 or 60 question option and **complete** the assessment. Then **select** “Summary” to see your results.

Now **select** “View Occupations”. You’ll see a list of occupations that match your interests. **List** four occupations that match your top three interest areas:

1. _____ 3. _____
2. _____ 4. _____

Remember to give the occupations you like a “thumbs up” to save them in Your Career Hub. On any occupational profile, you can **select** “Compatibility” to see an analysis of why that occupation was chosen for you.

Step 3 Skills Profiler

Return to the “Discover Possibilities” page and **select** the “Skills Profiler”. **Complete** the assessment and **select** “Summary” to see your results. **Select** “View Occupations” to see occupations that match your skills. **List** your top 3 skills and 4 occupations that match your skills:

List your top 3 skills:

1. _____
2. _____
3. _____

List 4 occupations that match your skills:

1. _____
2. _____
3. _____
4. _____

When you see an occupation you like, give it a “thumbs up”. On any profile, you can **select** “Compatibility” to see why that occupation was chosen for you.

Step 4 Work Importance Profiler

Return to the “Discover Possibilities” page and select the “Work Importance Profiler”. **Complete** the assessment and **select** “View Summary” to see your results. **Select** “View Occupations” to see occupations that match those values.

List your top 2 work values:

1. _____

2. _____

List 4 occupations that match your values:

1. _____

2. _____

3. _____

4. _____

When you see an occupation that interests you, remember to give it a “thumbs up”. You can **select** “Compatibility” on any occupational profile to see why that occupation was chosen for you.

Step 5 Rated Occupations

The occupations you flagged with a “thumbs up” are listed in your account. To see them, go to Your Career Hub and review the “Recently Liked Items” in the right-hand column. List 4 occupations from this list:

1. _____ 3. _____

2. _____ 4. _____

You can **select** “Compatibility” on any occupational profile to see why that occupation was chosen for you.

Step 6 Inspired by Your Exploration

Your Career Hub includes suggestions for occupations and college majors to consider based on your activity on the site. Review the “Inspired by Your Exploration” section in your account. List 4 occupations from that list:

1. _____ 3. _____

2. _____ 4. _____

Note: You can **select** “Compatibility” on any occupational profile to see why that occupation was chosen for you.

Step 7 Choose 3 Occupations

Choose 3 occupations from the lists you made in Steps 2–6:

1. _____ 3. _____

2. _____

- What is the **lowest** level of education you would need to work in each of these occupations?

1.

2.

3.

- What is the **highest** level of education you would need to work in each of these occupations?

1.

2.

3.

Step 8 Occupations to Research

Based on your research so far—in the order of importance—list the occupations you want to learn more about:

1.

2.

3.