EDUCATIONAL STRATEGY

Table of Contents

Articles	3
Career Exploration Frequently Asked Questions	4
What is Career Exploration?	6
How Do I Get Started with Career Exploration?	7
What is the Interest Assessment?	9
How does the Interest Assessment work?	10
How do I declare a career in Career Exploration?	13
How do I compare careers?	17
How do I declare a major in Career Exploration?	22
How do I assess a career?	28
How do I compare my Interest Assessment to the required career's assessment?	
How do I find an Alumni Professional?	37

Articles

Career Exploration Frequently Asked Questions

How do I choose a career?

Have you already taken the Interest Assessment? If not, click <u>here</u> to learn how to take the Interest Assessment.

If you have already taken the Interest Assessment, click <u>here</u> for instructions on how to find and declare a career.

How do I compare different careers?

It can be difficult to narrow down the career search. Click here to learn how to compare several careers at once. This allows you to see the average salary, related majors, estimated job openings, and schooling required. All of this information can be filtered by the state and city you desire.

How do I declare my Major in I-Plan?

Click <u>here</u> to learn how to find and declare your major in I-Plan?

· How does the Interest Assessment work?

The Interest Assessment is a list of types of activities that students might encounter in a work environment. Students select the point on each "dial" that corresponds to their level of interest in a particular kind of activity. The list of occupations will be sorted according to how well each occupation aligns with the students' interests. If students want to take a more comprehensive assessment they can visit the link that is on the Educational Strategy page.

Click here to for more details on how to take the Interest Assessment.

What does Assessing a career mean?

Assessing a career compares the students' combatibility with the career based on the results of the interest assessment test.

Click here to learn how to Assess a career.

Is there a way I can see how prepared I am for my chosen career?

After completing the Interest Assessment, students can choose View Career Alignment for a career that interests them. This will give a more detailed list of how well prepared a student is in regards with the knowledge and skills they will need.

Click here for instructions on how to find the View Career Alignment, and how to complete it.

How do I find a Mentor?

Have you already declared a career that you are interested in? If not, click <u>here</u> to learn how to declare a career. Once a career has been declared, click <u>here</u> to learn how to find a Mentor related to that career.

• What if the occupation I'm interested in is not listed in the results based on the responses I gave on the Interest Assessment?

If the occupation that the student is interested in is not listed in the results, that does not mean that the student cannot pursue that career.

Students can search the occupation that they are interested in to find further information about that career.

• Is this tool intended to tell me what I should do with my life?

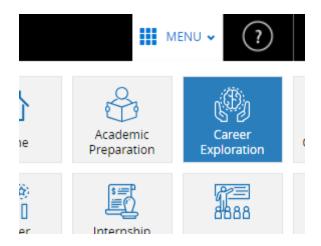
No, this tool is not intended to tell students what they should do with their life. This tool is designed to help students find occupations that may interest them based on what they answer for the assessments.

What is Career Exploration?

Educational Strategy is an I-Plan module that helps you identify a major, leading you to the career of your choice.

This module filters careers based on your interests and will save you time as you identify your path to success.

It compares careers according to career name, description, location, and annual wages.



How Do I Get Started with Career Exploration?

Access I-Plan



If you don't know how to get to I-Plan, a tutorial is available <u>here</u>.

Visit the Career Exploration Module of I-Plan (Educational Strategy)



Click the Educational Strategy link in the navigation bar at the top of the page

Complete the Interest Assessment

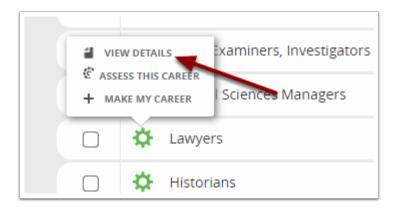
- Read each of the six numbered statements
- Determine your level of interest in doing work that includes the types of activities described in the statement
- · Mark your level of interest in the activity on the dial to the right of each statement
- When you have completed marking the six dials, scroll down to view a list of occupations that match your interests



The occupations are sorted by how closely they match your stated interests, with the ones most closely matching the interests you identified at the top

View Information about Positions of Interest to You

- Click the gear next to an occupation of interest to you
- · Choose View Details



Information Available on the Details Page:

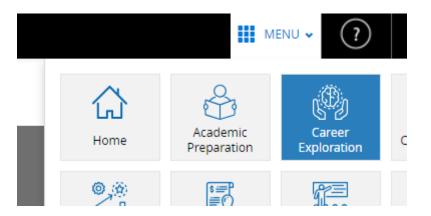
- Occupation description
- Information by geographical location:
 - Wage information
 - Industry growth
 - Estimated job openings
- Related careers
- · Related majors at BYU-Idaho
- Alumni professionals to connect with

What is the Interest Assessment?

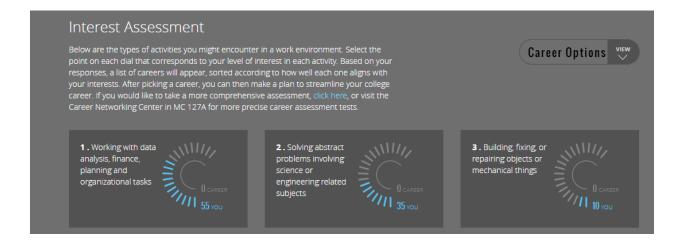
The Interest Assessment is a list of types of activities that you might encounter in a work environment whereby each activity has a dial that corresponds to your level of interest in each activity.

The dial ramges on a scale of five to one hundred.

Find the Career Exploration tab in the drop down menu.



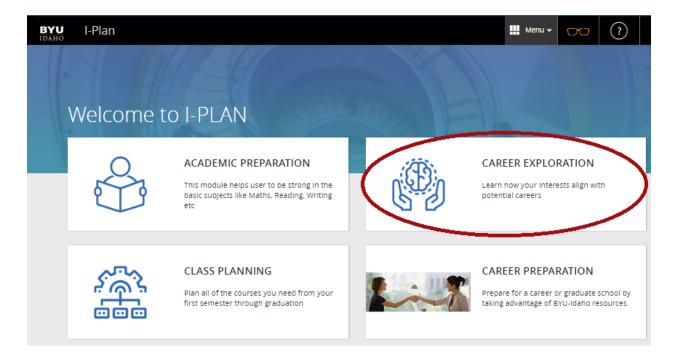
After clicking on the Career Exploration tab, it will bring you to the interest assessment.



How does the Interest Assessment work?

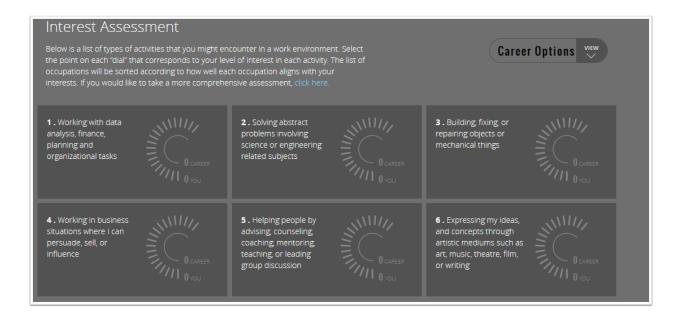
Go to I-Plan (if you don't know how to do this please click here).

Go to Career Exploration



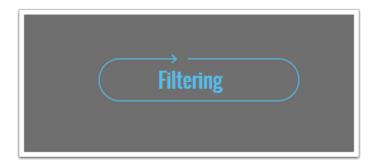
Click on Career Exploration.

Take the Interest Assessment



Answer the six questions by clicking on the dial. You can choose anywhere between 0 - 100 with how comfortable you are in each area. Be honest with yourself.

View Your Career Options



According to how you answered the Interest Assessment questions, a list of careers will be filtered that best align with your interests.

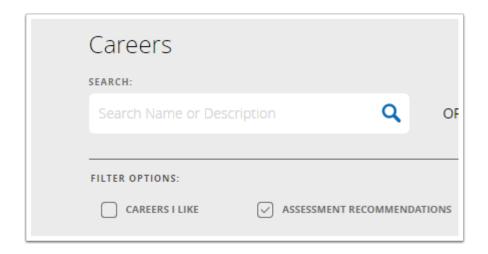


Once everything has been filtered, click on View next to Career Options to see which careers best align with your interests.

How do I declare a career in Career Exploration?

View Careers that Interest you

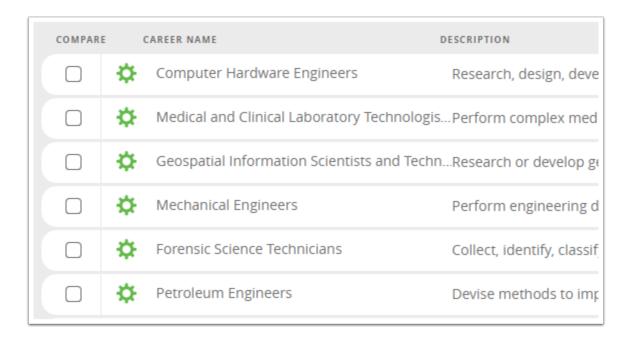
This step is to be done after taking the Interest Assessment.



- If you already know which Career you are interested in, search the career by name or description in the search bar.
- If you aren't sure of a career, click on check box next to Assessment Recommendations.

View Career List

Scroll down to the list of Careers dispayed below the Interest Assessment.



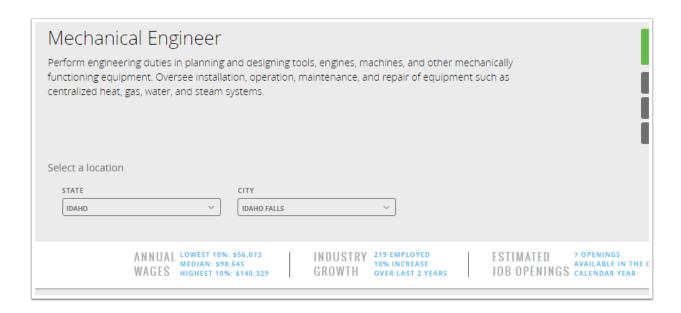
Learn more about a career

Click on the green gear next to a career that interests you.



View Details

The first option given is to View Details. Click on it, and you will be shown more information about that career.



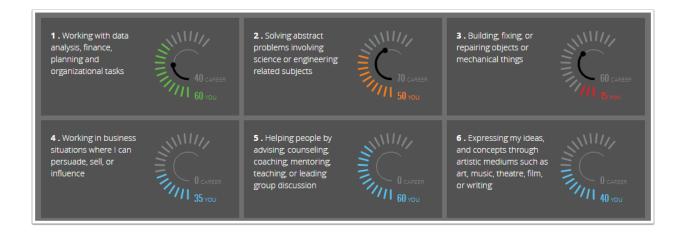
Note the option to Select a location. The Annual Wages, Industry Growth, and Estimated Job Openings information displayed will be filtered according to the state and city you select.

Assess This Career

The second option after clicking on the green gear, is to Assess This Career.



This will compare your Interest Assessment answers to the skills needed for that career.



- Each dial will then show how well aligned you are with that career. The dials will show as green, orange, or red. These correspond to if you are already well aligned or if there are areas for improvement. The dials that are still blue are non-essential areas for your chosen career and are therfore not assessed.
- Note the small inner dial labeled Career. This dial will show where someone in that career should be.

Declare Your Career

The third option after clicking on the green gear is Make My Career. Click on this option if this is the career you would like to pursue.



The career you declare will now be shown in blue above the list of provided careers.

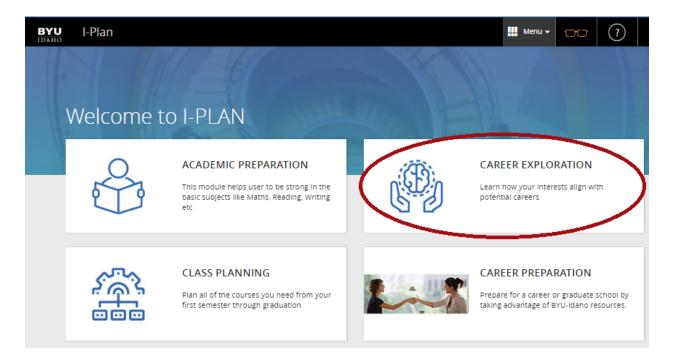


How do I compare careers?

Go to I-Plan (if you don't know how to do this please click here).

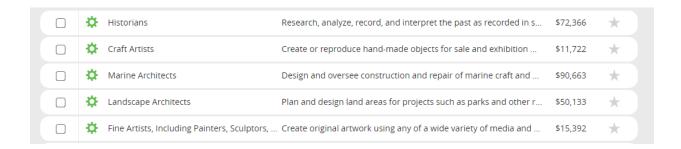
Go to Career Exploration

Click on Career Exploration.



View the career list

Scroll down to the career list.



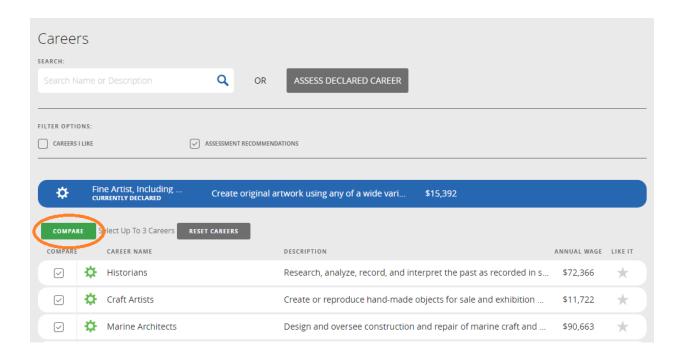
Choose careers

Click on the check box next to the careers you are interested in. You can select 3 at a time to compare.

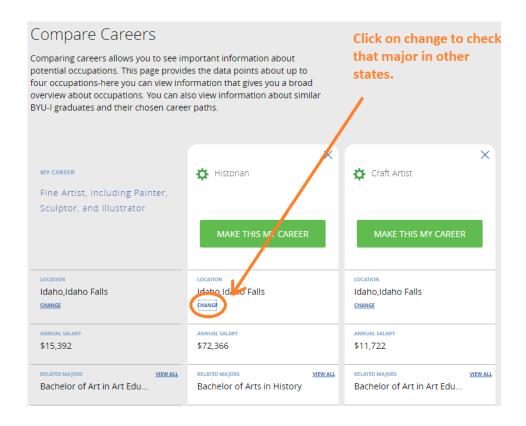


Compare Careers

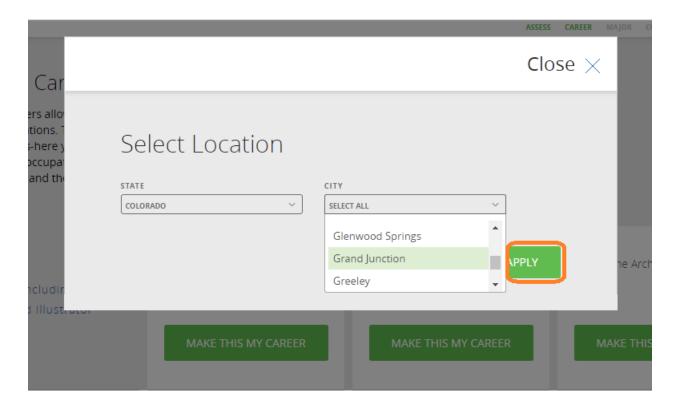
Click on the compare button.

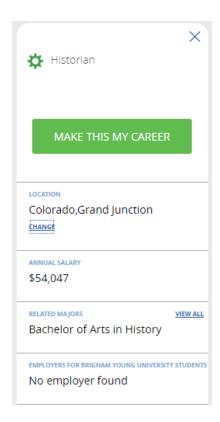


Once on the compare screen, you can change the location to the state and city you prefer by clicking on Change. This will automatically update the information displayed to be accurate for that location.



A new window you will appear and in the drop down menu you can choose other states and cities, click on apply to see the results.





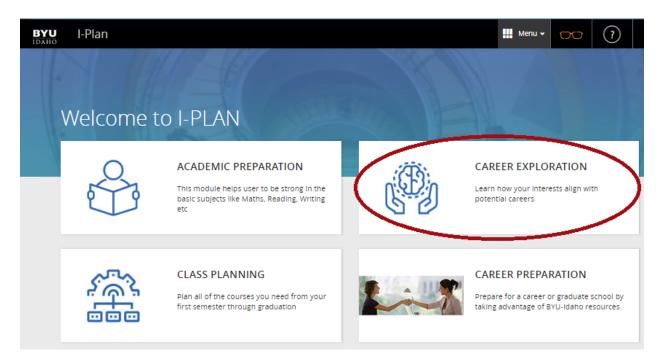
How do I declare a major in Career Exploration?

Go to I-Plan (if you don't know how to do this please click here).

If you have a major declared in career exploration, you can still choose a different major. After you choose a different major an alternate plan will be created. You will have to complete your alternate plan in order to switch majors.

For more information about this please click here.

Career Exploration



Click on Career Exploration.

Major Tab

Click on the major tab at the top right of the page.



Click on Edit major

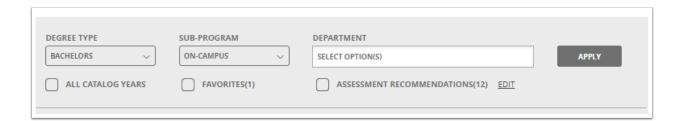


Search for a Major

If you already know what major you would like to declare, search for the major using the search bar.



If you are unsure of a major, you can scroll down to the list of available majors as well as use the filters to find a group of majors.



If you use the filters, be sure to click Apply when ready to search for a major.

Click on the green gear

Once you've found a major that you are interested in, click on the green gear next to the major code and name. This will give you the option to View Details about the major, or Preview Major will show the requirements needed to complete the degree.



View Details



There is a brief description of the major and feedback from BYU-Idaho Alumni in regards to the major displayed on this page.



On the View Details page, click Select This Major if you would like to declare this as your major.

Preview Major



Preview Major will show a breakdown of the degree credits and components required.



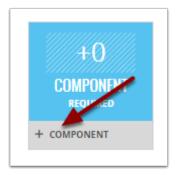
Click on Select This Major if you would like to declare this major

Choose the Required Components

Instructions for the required components for your selected major are displayed beneath the boxes showing the degree credits.



Click on the plus sign below the components box to choose which component to add.



Following the instructions for the required components, choose which component to add.



Using the green gears, Choose the minor or cluster you would like.



Repeat this process until all requirements for components are fulfilled.

Save and Continue

Click on Save and Continue at the top left of the page.

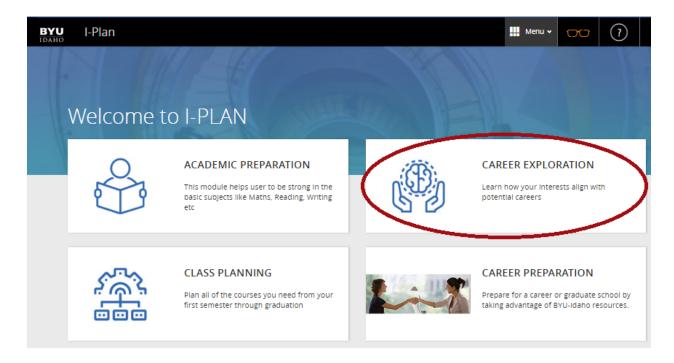


How do I assess a career?

Go to I-Plan (if you don't know how to do this please click here).

Go to Career Exploration

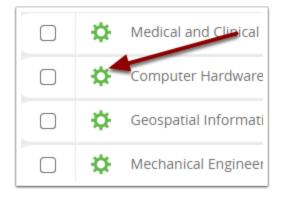
Click on Career Exploration



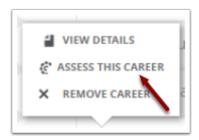
Assess a Career

This step must be done after taking the initial Interest Assessment.

Next to a career that interests you, click on the green gear.



Click on Assess This Career.



View Career Alignment

Scroll up to the initial Interest Assessment and view how well your interests align with the career you have selected.



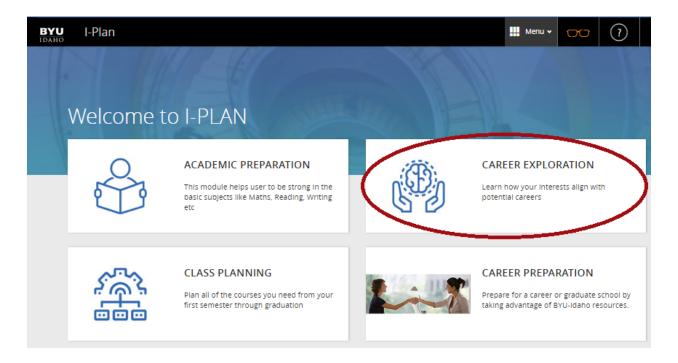
The colors on the dials will show your alignment. Green is well aligned, orange is moderately aligned, and red is poorly aligned. The dials that remain blue are unrelated to your selected career, and are not used while assessing the career.		

How do I compare my Interest Assessment to the required career's assessment?

Go to I-Plan (if you don't know how to do this please click here).

Go to Career Exploration

Click on Career Exploration

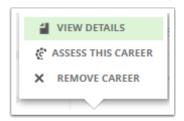


View Career Details

Click on the green gear next to a career that interests you.

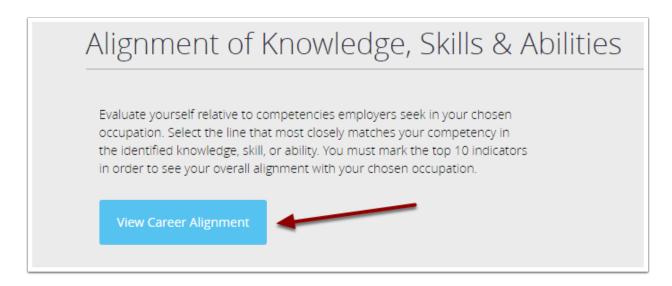


Click on View Detials.



View Career Alignment

Click on View Career Alignment.



Complete the Knowledge Assessment

Just like the Interest Assessment, click on each dial according to your level of comfort in each area.



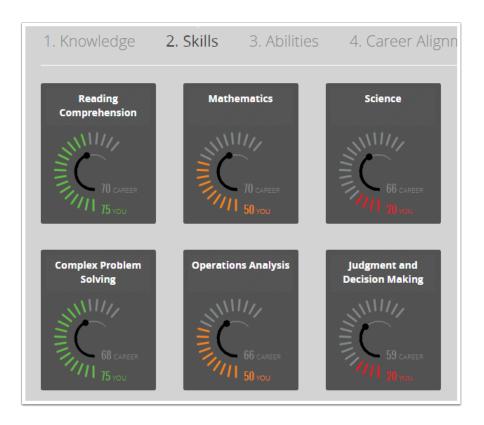
Continue to the next section

Click Continue at the bottom right to go to the Skills Assessment.



Complete the Skills Assessment

Just like the Interest Assessment, click on each dial according to your level of comfort in each area.



Continue to the next section

Click on Continue at the bottom right of the page.



Complete the Abilities Assessment

Just like the Interest Assessment, click on each dial according to your level of comfort in each area.



Continue to the next section

Click on Continue at the bottom right of the page



View Results

Based on your answers, the results of your assessments will now be displayed. You can see what you answered, where you should be for the chosen career, and the gaps that you need to close.

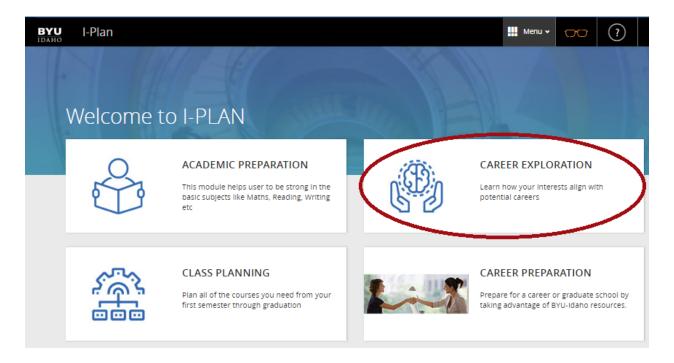
MY EVALUATION	RECOMMENDED	MY GAPS
75	70	+5
50	70	-20
20	66	-46
75	61	+14
75	58	+17
75	68	+7
50	66	-16
20	59	-39

How do I find an Alumni Professional?

Go to I-Plan (if you don't know how to do this click here).

Go to Career Exploration

Click on Career Exploration



View Details

Click on the green gear next to the career you are interested in or white gear next to the career you have declared.



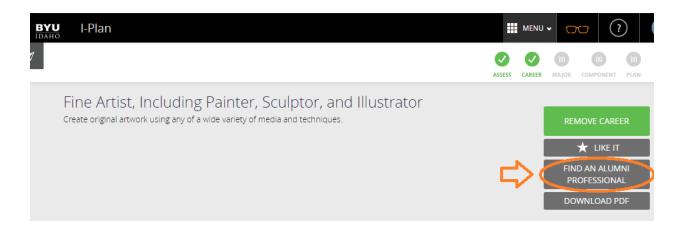


Click on View Details.

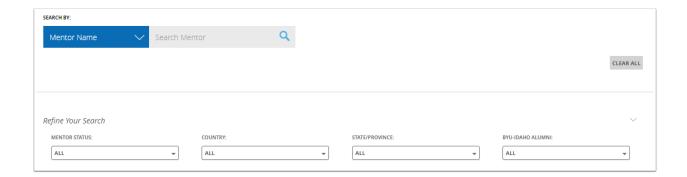


Find an Alumni Professional

Click on Find an Alumni Professional.



Use the search bar or filters to find a Mentor, or choose one in the list presented.



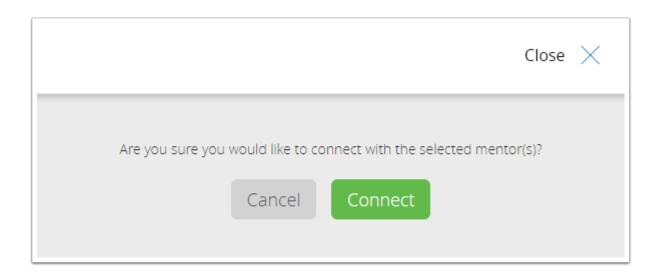
Request to Connect

Once you have found a mentor, click on the green gear next to the mentors name.



Click on Connect.





Your request is now pending for that mentor, and they should be in contact with you to let you know whether you are accepted or rejected.