



Quick Guide: Occupational Information

Occupational Information Resources

Note: The following online resources for occupational information are completely free and at no cost to the user.

- **Occupational Outlook Handbook:** The government's premier source of career guidance featuring hundreds of occupations. www.bls.gov
- **My Next Move:** Search Careers with Key Words, Browse Careers by Industry, and/or Receive Suggested Career Titles based on your Interests and Training. www.mynextmove.org
- **O*Net Online:** The nation's primary source of occupational information; it has detailed descriptions of the world of work for use by job seekers, workforce development, HR professionals & much more! www.onetonline.org
- **CareerOneStop** –Sponsored by the U.S. Department of Labor; it has many tools to help job seekers, students, businesses, and career professionals find their pathway to career success. www.careeronestop.org

Focus 2 - Self-Directed, Easy to Use, Online Career Planning System:

- Access Focus 2: login to UIS CareerConnect powered by Handshake, □ Take all 5 Self-Assessments (Work Interest, Personality, Skills, Values, & Leisure Interests) or more!
- Meet with a Career Counselor for Focus assessment interpretation.

How to Schedule a Career Counseling Appointment:

- Login to UIS CareerConnect Powered by Handshake (password required)
- Select – **Career Center**, then, **Appointments** then **Schedule a New Appointment** then **Career Development Center**
- After choosing your appointment type, time and date and medium, click **Request**.

Helpful Resources:

- Take the Focus Assessment to become aware of your occupational interests, skills, values and personality to see which majors and career titles match up for you.
- View the CDC's A-Z index to further explore industries: <http://www.uis.edu/career/goals/options/industries/>
- Meet with a Career Counselor to have your Focus results be interpreted and to further discuss these occupational information resources & tools.

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