

FOCUS 2

ONLINE CAREER AND COLLEGE MAJOR PLANNING

FOR COLLEGE STUDENTS AND ALUMNI

Provided by Career and Counseling Services of Aquinas College

Career Dimensions, Inc.

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Career Myths



- ❑ There is only one perfect job/career for you.
- ❑ Your major will guide you to your career.
- ❑ Your career choices are lifelong decisions.
- ❑ Liberal Arts, Humanities and Sciences are not marketable majors.
- ❑ Your career decisions should be based on the current job market.

Make informed career decisions.



Use FOCUS 2.

What is FOCUS 2?



- Self guided Career and Education Planning
- Will help you
 - ▣ Select the right major
 - ▣ Map out your career plans, present and future
 - ▣ Make informed career decisions
- Online, Available 24/7 on any PC or Mac

Who should use FOCUS 2?



- Are you unsure of which careers best suit you?
- Are you unsure of your major?
- Are you aware of the majors offered at this college and the occupations they could lead to?
- Would you like to develop a career plan that works for you?
- Are you wondering what to do with your major?
- Are you ready to make informed career decisions?

Use FOCUS 2, Self manage your career.

Who is responsible for managing your career?

- **You** are responsible for making your education and career decisions, managing your career and controlling your destiny.

How will your career affect your life?

- Your career will affect your future lifestyle and feelings of self fulfillment as well as where & how you live, your financial security, your leisure time activities, etc.

The FOCUS 2 Career Planning Process



Evaluate Yourself: FOCUS 2 Self Assessments

**Interests, Values, Personality, Skills,
Leisure Activities, Career Readiness**



Options: Your Assessment Results

Matched to Occupations and Supporting Majors at this College



Explore and Make Decisions

**Analyze, Compare and Narrow Down,
Make Choices, Map out Goals and Take Action**

FOCUS 2 Main Menu



Career Readiness

Career and Educational Goals
Academic Strengths
Your Accomplishments
Your Career Planning Status
Your Personal Development Needs



Self Assessment:

Work Interest Assessment
Leisure Interest Assessment
Skills Assessment
Personality Assessment
Values Assessment

Narrow and refine your results: *See Your Top Career Choices*



Explore the Possibilities

Search by Name
Search by Industry
What can I do with a major in...?
Compare Two Occupations Side by Side



Your Personal Portfolio

Review & Update Your Saved Careers
Review & Update Your Saved Majors
Review & Print Your Portfolio



Recommended Tools and Websites

Upcoming Events
Job Board and Internship Opportunities
Links

**Login and begin.
FOCUS 2 is user friendly and will guide you through the career & education planning process.**

Create your FOCUS 2 account.

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Self register on your College Website.

The access code for your college can be obtained from your career counselor or advisor.

Sample self-registration page

LOG IN For New USERS

CREATE A NEW USER ACCOUNT

All fields are required

Enter the access code	<input type="text"/>
Group	<input type="text"/>
Enter your e-mail address	<input type="text"/>
Name	<input type="text"/>
Create a user name:	<input type="text"/>
Create a password:	<input type="text"/>
Confirm your password:	<input type="text"/>

Use FOCUS 2 anytime, anywhere.

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FOCUS 2
saves all
your
results.

Log back
into your
account
anytime,
as often
as you
wish.

LOG-IN For Returning Users
RETURNING USER LOGIN
User name <input type="text"/>
Password <input type="password"/>
<input type="button" value="Log-in"/>

The user
name and
password are
CaSe
sEnSiTive!!!

If you forget your username or
password, FOCUS 2 will email
it back to you.

Career Readiness

“Your Career Planning Status” highlights activities that support informed decision making.



Career Readiness

Career and Educational Goals

Academic Strengths

Your Accomplishments

Your Career Planning Status

Your Personal Development Needs



Self Assessment

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“See your Top Career Choices” displays the top occupations and majors at this college matching your combined assessment results.



Self Assessment:

Work Interest Assessment
Leisure Interest Assessment
Skills Assessment
Personality Assessment
Values Assessment



Narrow and Refine Your Results:

See Your Top Career Choices



YOUR SELF-ASSESSMENT RESULTS ARE MATCHED TO:

1. OCCUPATIONS
2. SUPPORTING MAJORS AT THIS COLLEGE

<u>Saved</u>	<u>Sort by Occupation Name</u>	<u>Sort by Mean Salary</u>	<u>Supporting Majors at this College</u>
	<u>Biology Professor</u>	\$77,690.00	Science Teacher Education Biology / Life Science
	<u>Biopsychologist</u>	\$74,250.00	Biology / Life Science Mathematics Psychology
	<u>Cardiologist (MD)</u>	\$138,910.00	Biology / Life Science
	<u>Chemistry Professor</u>	\$65,400.00	Science Teacher Education Chemistry
	<u>Clinical Psychologist</u>	\$63,960.00	Psychology Social Work

Save your favorite occupations and majors.

Explore and save the occupations that appeal to you.

MENU

Overview
Job Duties
Skills
Values
Outlook
Earnings
Advancement
Interest Profile
Working Conditions
Contact Info
Areas of Study



Play Video



Save this
occupation



Printer Friendly

Overview

Archeologist

Archeologists research the materials and records of past cultures, countries, tribes, and early prehistoric man in order to reconstruct and understand their origin and development. They excavate, analyze, classify and interpret artifacts and weapons to identify trends.

Graduates with a master's degree in archeology can qualify for a teaching position in two-year colleges, while a Ph.D. is usually the minimum requirement for most teaching positions in 4-year colleges. Training in statistics is essential for those who wish to find research positions in government agencies or in social science research institutes.



Explore the Possibilities

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“What can I do with a major in...” displays the majors offered at this college and occupations a major can lead to.



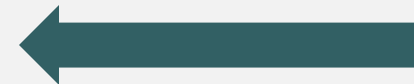
Explore the Possibilities

Search by Name

Search by Industry

What can I do with a major in...?

Compare Two Occupations Side by Side



Your Career Portfolio

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FOCUS 2
saves all
your results,
questions &
preferences
in “Your
Career
Portfolio”.



[Your Career Portfolio](#)

Review & Update Your Saved Careers

Review & Update Your Saved Majors

Review & Print Your Portfolio



Recommended Tools and Websites

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Job Boards and Internship Opportunities

links you to job boards. Search nationally, by state, by employer type, by specialty - green jobs, international, etc.



Recommended Tools and Websites

Upcoming Events

Job Boards and Internship Opportunities

Links to Helpful Websites



FAQ

In what stage of your education should you use FOCUS 2?

FOCUS 2 can be used in different ways throughout all stages of your education according to your personal needs.

1st or 2nd year student:

Explore majors at your college that support your assessment results

Explore career options

Make decisions

Graduating or Alumni:

Explore career options

Plan for additional education and training

Make Career Plans

FAQ

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Where and when can you use FOCUS 2?

Anywhere, anytime, 24/7 .

Contact Career Services Center for the Access Code to self register.

Where do I start and can I use FOCUS 2 more than once?

Start with any feature on the Main Menu.

Repeat any feature.

FAQ

Will FOCUS 2 save your Self-Assessment profile results and are your results confidential?

Yes, FOCUS 2 will save all your results under your confidential user name and password. Only you and your career advisor have access to your results.

FAQ

Are printouts of your results available?

Yes, you can print your results by selecting [Review and Print My Portfolio](#) on the Main Menu.

Can you change your account details such as your password, email address etc.?

Yes, go to the FOCUS 2 Main Menu and click on [“Update My Account”](#) located on the upper right side of the page and make your changes.



USE FOCUS 2

MAKE INFORMED CAREER DECISIONS

Remember, career planning involves thinking about which educational and occupational paths will provide you with satisfaction and self-fulfillment in all aspects of your life, not only in the present, but in the future.



Career Development Process*

1. Experimenting through work sampling, volunteering, or employment,
2. Creating awareness of options,
3. Exploring possible career pathways,
4. Reviewing available information,
5. Clarifying interests, values, and skills through assessment,
6. Reflecting upon experiences,
7. Relating education and training options to occupational goals,
8. Consulting with knowledgeable people in the field of interest,
9. Formulating plans for education, training, career entry, and retraining,
10. Making decisions and refining plans,
11. Implementing and adapting plans, and
12. Applying the career development process throughout the lifespan.

*Gillie, S. and Isenhour, M.G. (2005). *The Educational, Social, and Economic Value of Informed and Considered Career Decisions*, America's Career Resource Network Association¹ Research-based Policy Guidance from cte.ed.gov/acrn/resourcedetail.aspx?ID=200144