Career Planning System

Focus 2

A Career, Major, and Education Planning System
What is Career & Education Planning?

Orientation, Self Knowledge Discovery, Exploration, Decision Making, Action, Adaptation

A continuous, lifelong process of exploration and planning of career and educational goals compatible with your interests, values, talents, personality and aspirations.
Reality: 60% of Entering Freshmen…

“I Have To Declare A Major?”
Interest Assessment–Major Congruence (selection) has a direct effect on timely degree completion at post secondary institutional settings. (Allen, J. & Robbins, S., 2010)

Career planning facilitates more appropriate goal setting, academic decision making, and course selection which heightens commitment, and the probability of retention. John Gardner (1998, 2003) Nationally known for his work on improving the college freshman experience and raising student retention rates.

Career planning leads to increased motivation, improved academic achievement, increased retention, and less time to graduate. (Gillie, S. & Gillie-Isenhour, M., 2005)
Understanding **yourself** is the first step of career & educational planning

**Step 1:** Identify your interests, personality, values, skills and lifestyle preferences

**Step 2:** Explore occupations and major areas of study compatible with your personal attributes.
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.
Your Life Plan

As you plan your career you should consider the big picture...your life plan. Your career decisions will impact your lifestyle.

<table>
<thead>
<tr>
<th>Where you live</th>
<th>Your income</th>
<th>Time at home/Family</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your work hours</td>
<td>Your travels</td>
<td>Job security</td>
</tr>
<tr>
<td>Your work associates</td>
<td>Your choice of friends</td>
<td>Your leisure time</td>
</tr>
</tbody>
</table>
It is your future. Take charge.

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

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

- New occupations are emerging, others are disappearing
- Existing jobs are demanding higher levels of skills
Plan Your Career

**Be Proactive**

Career Planning is an ongoing process throughout all your life stages.

**Fine Tune**

Be forward-looking with planning, developing new skills. Be prepared to make changes as needed.

With a career plan, you will be equipped to manage your career and take advantage of changes in the economy and job market 😊
Make Informed Career & Major Decisions

Use FOCUS 2 CAREER
What is FOCUS 2 CAREER?

FOCUS 2 CAREER is an online, interactive, self-guided career, major and education planning system.

It is responsive—Working on all devices!
Why use FOCUS 2?

- Not sure what to major in?
- Unaware of the majors offered at your college and related occupations?
- Wondering what you can do with your major?
- Unsure of which occupations best suit you?
- Develop a career plan that works for you?
- Ready to make informed career decisions?
FOCUS 2 Can Help You:

- Select a major based on your interests and aspirations
- Discover occupations matching your personal preferences and attributes
- Map out your career plans, present and future
- Make informed career decisions
Use FOCUS 2 as an ongoing resource throughout your academic years and as an alumnus.

“I am completely unsure about my major and career and how to begin the career planning process.”

“I have some ideas about my major and career but I need to learn more about the tools and resources.”

“I am ready to make informed decisions about my education and career.”
FOCUS 2 Decision Making Model

**Ready**
- **Career Planning Readiness**: Orientation to FOCUS 2 & the Career Planning Process

**Assess**
- **Assessment** of Interests, Personality, Skills, Values, Needs

**Explore**
- **Explore Options**: Identify and explore Majors & Occupations matching personal attributes

**Decide**
- **Decision Making**: Select Major & explore Career Paths
- **Action Plan**: Map out steps to achieve goals
The following slides will introduce you to the FOCUS 2 Dash Board and the functions of each section.
Getting Started

Create your FOCUS 2 Account

Login

Create an Account

Terms and Conditions
Student Dashboard

Welcome!
Let's get started developing your personalized career and education plans!

Self Assessment
Discover majors and occupations that match your personal attributes.

Explore the Possibilities
Use these tools for exploring career and educational possibilities.

Take Action
Create a road map of your academic and career development activities.

Diane McCrudden's Career and Education Planning Results
A summary of your assessment results and next steps.

Recommended Tools & Websites
Upcoming events at University of Vermont, Job boards and internships, University of Vermont, and more.

www.focus2career.com
Measure your involvement in activities that are part of the career planning process and evaluate your readiness to make informed career decisions.
What are your Academic Strengths?

Recognizing your academic strengths will bring you one step closer to pursuing a satisfying area of study and career path.

<table>
<thead>
<tr>
<th>My Academic Strengths</th>
<th>Identify your academic strengths</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>START OVER</strong></td>
<td></td>
</tr>
<tr>
<td><strong>REVIEW</strong></td>
<td></td>
</tr>
<tr>
<td><strong>RESULTS</strong></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Art (Fine, Visual, Studio, Design)</th>
<th>Business (Management, Marketing, Economics)</th>
</tr>
</thead>
<tbody>
<tr>
<td>I never took this subject</td>
<td>I never took this subject</td>
</tr>
<tr>
<td>I don't do well</td>
<td>I don't do well</td>
</tr>
<tr>
<td>I do alright</td>
<td>I do alright</td>
</tr>
<tr>
<td>I do very well</td>
<td>I do very well</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Engineering</th>
<th>English and Language Arts</th>
</tr>
</thead>
<tbody>
<tr>
<td>I never took this subject</td>
<td>I never took this subject</td>
</tr>
<tr>
<td>I don't do well</td>
<td>I don't do well</td>
</tr>
<tr>
<td>I do alright</td>
<td>I do alright</td>
</tr>
<tr>
<td>I do very well</td>
<td>I do very well</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Family and Consumer Science (Food Science, Hospitality, Child Care)</th>
<th>Foreign Languages</th>
</tr>
</thead>
<tbody>
<tr>
<td>I never took this subject</td>
<td>I never took this subject</td>
</tr>
<tr>
<td>I don't do well</td>
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<td>I do alright</td>
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<tr>
<td>I do very well</td>
<td>I do very well</td>
</tr>
</tbody>
</table>
Your assessment results will identify occupations and majors at your college matching your personal attributes. Be sure to save your favorites!
Examples of Questions you will Answer in the Assessments
Sample Reports

Your Results

The first three work interest areas shown on the graph and described below are most important to you.

Investigative

Your career types typically prefer to work independently, and with minimal supervision. People in this category generally enjoy solving complex problems and seeking out new challenges. They are analytical in nature and prefer to work with ideas and concepts rather than hands-on tasks.

Realistic

Your career types enjoy working with tools and equipment, and prefer to work outdoors. They are practical and enjoy working with hands-on tasks and machines. Realistic careers are typically physically demanding and require manual dexterity.

Artistic

Your career types are creative and enjoy working with tools and equipment. They are interested in using their creative skills and enjoy working with hands-on tasks and machines. Artistic careers are typically physically demanding and require manual dexterity.

Your Personality Type

- Your approach to solving problems is to explore new ways of doing things rather than looking at the current methods of handling the problems.
- You welcome opportunities to be creative.
- You focus your attention on ideas, knowledge, and complex problems and enjoy thinking about intellectual issues and problems.
- You are flexible and you find it easy to adapt to changing situations.
- You organize ideas and knowledge and use logic and an analytic approach when solving a problem.

Choosing Your Career:

People with your personality type are attracted to occupations that offer the opportunity to explore new ideas in challenging areas. Examples of such occupations are found in fields such as physical and life sciences, engineering, mathematics, information systems, technology, and occupations which involve research such as psychology and education.
Explore Occupations & Supporting Majors Offered at your College Matching your Assessments Results

<table>
<thead>
<tr>
<th>OCCUPATION</th>
<th>SUPPORTING MAJORS/PROGRAMS AT SAINT EDWARD’S UNIVERSITY</th>
<th>NATIONAL MEDIAN SALARY</th>
<th>JOB FAMILY</th>
</tr>
</thead>
<tbody>
<tr>
<td>AERONAUTICAL &amp; AEROSPACE ENGINEER</td>
<td>Mathematics</td>
<td>$96,270.00</td>
<td>Architecture &amp; Engineering</td>
</tr>
<tr>
<td>AGRONOMIST</td>
<td>Biology/Biological Sciences</td>
<td>$65,180.00</td>
<td>Life, Physical, &amp; Social Science</td>
</tr>
<tr>
<td></td>
<td>Biochemistry</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Chemistry</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARCHAEOLOGIST</td>
<td>Latin American Studies</td>
<td>$57,230.00</td>
<td>Life, Physical, &amp; Social Science</td>
</tr>
<tr>
<td></td>
<td>Anthropology</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HORTICULTURIST</td>
<td>Biology/Biological Sciences</td>
<td>$65,180.00</td>
<td>Management</td>
</tr>
<tr>
<td></td>
<td>Biochemistry</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Chemistry</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PALEONTOLOGIST</td>
<td>Anthropology</td>
<td>$57,230.00</td>
<td>Life, Physical, &amp; Social Science</td>
</tr>
<tr>
<td>PHYSICIST</td>
<td>Mathematics</td>
<td>$111,250.00</td>
<td>Life, Physical, &amp; Social Science</td>
</tr>
</tbody>
</table>
Filter Your Assessment Results

Vary the degree level to play the “What if?” game.

How does degree level impact the opportunities available in a career field?
Sort by various options.
Exploring Occupations

Aeronautical & Aerospace Engineer

Occupation Overview

Aeronautical engineers design and test aircraft, spacecraft, and other systems, including missiles, spacecraft, and aerospace research laboratories. They ensure that new designs enhance performance and comply with safety and regulatory requirements. 

A bachelor's degree from an accredited engineering program is the typical requirement for entry level positions. Some employers require a master's degree. Aeronautical engineers require registration for engineering positions that affect life, health or property of the public. Registration generally requires a bachelor's degree, four years of work experience and passing a state examination.

Work Interest Profile

- Creativity: Create new ideas, programs, apparatus.
- Income: Having a level of income that becomes financially independent.
- Independence: Being able to decide on how someone else.
- Physical Things: Having the ability to work in physical settings.
- Tangible Results: Doing something where you can see and touch the outcome.

Skills

- Designing: Analyzing requirements for new applications.
- Mathematics: Using mathematics and/or statistics to solve problems.
- Quality Control: Inspecting and testing products or services for quality.
- Science: Using scientific methods to investigate physical phenomena.

Education Requirements

People can enter this occupation following the most common majors, as follows:

- Bachelor Degree
- Masters Degree

Majors/Areas of Study at Saint Edwards University:

- Mathematics

Work Conditions

- Accuracy: Accuracy or being exact in this role.
- Authority to Make Decisions: This role requires frequent decisions and problem-solving.

Other Common Majors/Areas of Study:

- Aeronautical/Aerospace Engineering
- Aerospace Engineering

Professional Association

Aerospace Industries Association, 1250 Eby St., NW, Washington, DC 20005
Website: http://www.aiaa-aerospace.org
American Institute of Aeronautics and Astronautics, Inc., Suite 500, 1801 Alexander
Roston, VA 20191-4344
Website: http://www.aiaa.org

Outlook

Employment in this field is projected to decline by 2% or more from 2014 to 2024. The average growth rate for all occupations over the same time period is projected to be 5% to 6%.

Earnings

People established in their career generally earn between $74,650 and $116,140. Exceptional performers can earn in excess of $137,750. These figures are based on data collected from the U.S. Department of Labor.

Advance

At large companies, new graduates usually work under the supervision of experienced engineers. As they gain experience, they are given more difficult projects and jobs to develop their designs. They may move from product manufacturing to project engineering positions. As a project engineer, they usually supervise other steps to managing engineering and then to chief engineer. These positions have responsibilities and usually include supervision of other engineers. Those with a master's degree or five years of experience may move up to supervising a team of engineers and technicians. Engineers move into management quickly if they advance by getting a master's degree in aeronautical engineering or business administration.

Show All  Hide All
## Exploring Majors

Examine the supporting majors offered at this college.

<table>
<thead>
<tr>
<th>Occupation</th>
<th>Supporting Majors/Programs at St. Edward’s University</th>
<th>National Median Salary</th>
<th>Job Family</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aeronautical &amp; Aerospace Engineer</td>
<td>Mathematics</td>
<td>$96,270.00</td>
<td>Architecture &amp; Engineering</td>
</tr>
<tr>
<td>Agronomist</td>
<td>Biology/Biological Sciences, Biochemistry, Chemistry</td>
<td>$65,180.00</td>
<td>Life, Physical, &amp; Social Science</td>
</tr>
<tr>
<td>Archaeologist</td>
<td>Latin American Studies, Anthropology</td>
<td>$57,230.00</td>
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</table>

### Mathematics

A general program that focuses on the analysis of quantities, magnitudes, forms, and their relationships, using symbolic logic and language. Includes instruction in algebra, calculus, functional analysis, geometry, number theory, logic, topology and other mathematical specializations.
Combine Your Self Assessment Results to Narrow down occupations
Use all of the tools in FOCUS 2 as an ongoing resource.
Use “What Can I Do with a Major In...offered at your college?”

<table>
<thead>
<tr>
<th>PROGRAMS OF STUDY</th>
<th>SAVED</th>
<th>SUGGESTED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting  <strong>MASTER</strong></td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>African-American/Black Studies  <strong>Post Bach Cert</strong></td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Agriculture  <strong>BACH</strong></td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Agronomy and Crop Science  <strong>BACH</strong></td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Ancient/Classical Greek Language and Literature  <strong>BACH</strong></td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Animal Sciences  <strong>BACH</strong>  <strong>MASTER</strong>  <strong>DOC</strong></td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Anthropology  <strong>BACH</strong></td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Applied Economics  <strong>BACH</strong></td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Art History, Criticism and Conservation  <strong>BACH</strong></td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Art Teacher Education  <strong>BACH</strong></td>
<td>-</td>
<td></td>
</tr>
</tbody>
</table>

**FOCUS 2 identifies majors that match your interests**
Choosing your major?
Use “What Can I Do with a Major In...?”

**Agronomy and Crop Science**
A program that focuses on the chemical, physical, and biological relationships of crops and the soils nurturing them. Includes instruction in the growth and behavior of agricultural crops, the development of new plant varieties, and the scientific management of soils and nutrients for maximum plant nutrition, health, and productivity.

<table>
<thead>
<tr>
<th>OCCUPATION</th>
<th>NATIONAL MEDIAN SALARY</th>
<th>GREEN JOB</th>
<th>BRIGHT OUTLOOK</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agricultural Sciences Professor</td>
<td>$80,790.00</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Agronomist</td>
<td>$65,180.00</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Botanist</td>
<td>$65,180.00</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Crop Workers Supervisor</td>
<td>$43,720.00</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Farm Management Advisor</td>
<td>$46,370.00</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Farmers and Ranchers</td>
<td>$42,710.00</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

Food & Drug Inspector
Food Science Technicians

Are the occupations associated with a major appealing to you?
Action Planning: Prepare a road map of your academic and career development activities

Take Action
Create a road map of your academic and career development activities

My Education
My Professional Development
Your FOCUS 2 Results

Diane Smith1's Career and Education Planning Results
A summary of your assessment results and saved preferences

- My Saved Occupations
- My Saved Majors
- Review and Print My Portfolio

FOCUS 2 saves all your results, comments, & preferences in Your Portfolio
Make Some Decisions About Your Favorite Occupations and Majors

This list displays the occupations you have saved.

- **Aeronautical & Aerospace Engineer**
  - Comments: This seems like a good fit for me
  - Factors that appeal to you: Outlook, Interest Profile, Areas of Study
  - Rating: ✔️
  - Majors at this college: Mathematics

- **Agronomist**
  - Comments: Very cool field
  - Factors that appeal to you: Job Duties, Outlook, Earnings, Interest Profile

- **Biomedical Engineer**
  - Factors that appeal to you: Outlook, Earnings, Interest Profile
  - Majors at this college: Biology/Biological Sciences

This list displays the areas of study you have saved. Please select your top choice.

- **Biology/Biological Sciences** (Top Choice)
  - Rating: ✔️ ✔️ ✔️

- **Kinesiology and Exercise Science**

- **Chemistry**
Build Your FOCUS 2 Portfolio

**Diane Smith1's Career and Education Planning Results**

A summary of your assessment results and saved preferences

- My Saved Occupations
- My Saved Majors
- Review and Print My Portfolio

An organized summary of your FOCUS 2 results

From this page you can create a customized printable report. Items that are *grayed out* have not been completed and therefore cannot be included. Please select the items you would like to include and click the *Build My Portfolio* button.

**SELECT ALL**

- My Career Planning Readiness
- My Personality Assessment
- My Saved Occupations
- My Academic Strengths
- My Skills Assessment
- My Saved Majors
- My Work Interest Assessment
- My Values Assessment
- My Leisure Interest Assessment
- My Action Plan

[Build My Portfolio]
Recommended Tools and Websites

See upcoming events at your college.
Explore job postings nationally, by state, green jobs, etc.
Visit suggested websites.
FAQ

How and when can you use FOCUS 2?
Anywhere, Any device: Phones, tablets, computers. Contact your college’s FOCUS 2 administrator for the Access Code to register.

Where should you start on the dash board and can you use FOCUS 2 more than once?
Start with any feature you wish to use. Repeat any assessment. Use FOCUS 2 as often as you wish.
Will FOCUS 2 save your Self-Assessment 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 counselor/ advisor have access to your results.

Can you change your account details such as your password, email address etc.?  
Yes, log in and go to the FOCUS 2 dash board. Click on “My Account”
Remember, career planning involves thinking about which educational and occupational paths will provide you with satisfaction and fulfillment in all aspects of your life, not only in the present, but in the future.