

Why and How to Use the Information

You now have reams of information: your skills, interests, values, personality characteristics, and information about jobs and/or job industries that interest you. If this information seems unrelated, it's not!

In Step 2, you started—at least in your mind—to consider how information about yourself and the world of work fit together. Step 3 will formalize the process of “matching”, or synthesizing the information you’ve gathered. This comparison will enable you to evaluate which jobs are the best fit and hold the most potential for you. In addition, Step 3 will identify any education and training gaps you have that would keep you from pursuing the occupations you investigated in Step 2.



Chances are the matching process will produce more than one possibility for you. Other factors, such as the amount of education necessary and whether you need to earn a living right away, will help you determine your choice among the possibilities. Once you select an area, you can chart your employment path. Do you need more education or training? Are you qualified to do that type of work now? If so, a job search is your next step.

Complete the activity on the following page to synthesize your information. Select a job or work industry and create an action plan to get you moving along your chosen path. A **Career Action Plan** assists you in creating a step-by-step process of completing various tasks to help you reach your goals. Some of your goals may be getting into the school of your choice, getting an internship, or attaining employment. A **Career Action Plan** can be thought of as a “Check List In Progress.”

