**CAREER EXPLORATION**

**PROCEDURES**

* Review the event guidelines below
* Knowledge of career opportunities
* 45-minute objective test, to include but not limited to:
  1. Questions on skills
  2. Career plans
  3. Career goals
  4. Job searches
  5. Job applications
  6. Cover letters
  7. Resumes
  8. Interviews
  9. Occupational Outlook Handbook <http://www.bls.gov/ooh/>
  10. Basic career education

**RESOURCES**

* Gathering Personal Information <http://www.gcflearnfree.org/jobapplications/>
* Obtaining References <http://www.gcflearnfree.org/jobapplications/>
* Completing Job Application (All modules) <http://www.gcflearnfree.org/jobapplications/>
* Interviewing (all modules) <http://www.gcflearnfree.org/interviewingskills>
* Interview Information <https://collegegrad.com/interview>
* Resume Guide <https://www.careeronestop.org/resumeguide/introduction.aspx>
* So You Wanna Ace A Job Interview? <http://www.soyouwanna.com/site/syws/aceinterview/aceinterview.html>
* The 150 Typical Job Interview Questions <https://www.livecareer.com/quintessential/interview-question-database/interview-questions>
* Resume Writing <http://www.gcflearnfree.org/resumewriting>
* Career Planning <http://www.gcflearnfree.org/topics/careerplanning/>
* Cover Letter <http://www.gcflearnfree.org/coverletters/>
* Job Searches <http://www.gcflearnfree.org/jobsearchandnetworking>
* Career Goals <http://www.gcflearnfree.org/jobsuccess/setting-goals/1/>
* Skills <http://www.gcflearnfree.org/topics/workplaceskills/>
* Dictionary [www.businessdictionary.com/definition/career-exploration.html](http://www.businessdictionary.com/definition/career-exploration.html)
* Dictionary <http://www.dictionary.com/browse/application>
* Career One Stop [www.careeronestop.org](http://www.careeronestop.org)
* Electronic Portfolios <http://electronicportfolios.com/>
* ePortfolio Resources
  + <https://sites.google.com/site/eportfolios/How-To-Create-ePortfolios-with-GoogleApps>
* How To Do an Electronic Portfolio
  + <http://www.ehow.com/how_5892241_create-digital-portfolio.html>
* Berkeley Career Center <http://career.berkeley.edu/>
* Quenessential <https://www.livecareer.com/quintessential/job-applications>