Career Cruising provides comprehensive career information with a personal perspective. It includes career assessment tools, a comprehensive post-secondary schools database, a financial aid section, a career portfolio, classroom activities, and helpful administrative features.

> Computer commands, field names and mouse actions are in italics.
> Text that you must type is within single quote marks (' ').

To access Career Cruising:
>   Go to: **RCPL Web site (http://www.myrcpl.com)**
>   Click on: *Research and Learning*
>   Click on: *Research Tools*
>   Click on: *Careers, Education and Jobs*
>   Click on*: Career Cruising*
>   Click On: *inside the library* OR *home access*

☆ To begin a new search after each question below, click *on the Main* button on the toolbar at the top of the page.

1. I don't know what I want to do after I finish high school. Where do I begin my search?
- ❑ Click on *Assessments* from the toolbar or click on *Explore Assessments* on the left side of the page
- ❑ Click on *Career Matchmaker*
- ❑ Enter your name
- ❑ Click *Start*
- ❑ Answer the 39 questions concerning your likes and dislikes
- ❑ Click on the appropriate *Go!* button in the Save Your Results box
- ❑ To save the portfolio, first time users complete "*My Information*" and create a user name and password
- ❑ Click *Create Portfolio*
- ❑ Click on the name of a career
- ❑ Click on one of the general information categories for more information

☆ Note: To retrieve your portfolio, enter your user name and password into the portfolio login box on the home page

2. What are the careers where I could use my math skills?
- ❑ Click on *Careers* from the toolbar or click on *Explore Careers* on the left side of the page
- ❑ Click *Search by School Subject*
- ❑ Click *Math*
- ❑ Click on the name of a career
- ❑ Click on one of the general information categories for more information

3. Where can I find lesson plans on careers?
- ❑ Click on the on the toolbar at the top of the page
- ❑ Click on *Classroom Activities and Research Projects*
- ❑ Under Career Portfolio Classroom Activities, click *MS Word* or *PDF format* to download the materials in the desired format. Click *Open* in the download box
- ❑ Scroll down the page to view the various classroom activities

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