

Name _____

Class _____ Date _____

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| Job Title | |
| Job Description | |
| Job Salary | United States |
| High Wages Total vs. Hourly | Total - \$ Hourly - \$ |
| Median Wages Total vs. Hourly | Total - \$ Hourly - \$ |
| Low Wages Total vs. Hourly | Total - \$ Hourly - \$ |
| Job Salary | North Dakota |
| High Wages Total vs. Hourly | Total - \$ Hourly - \$ |
| Median Wages Total vs. Hourly | Total - \$ Hourly - \$ |
| Low Wages Total vs. Hourly | Total - \$ Hourly - \$ |
| Employment | |
| Projected Growth | |

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| Projected Job Openings - National | |
| Projected Job Openings - North Dakota | |
| Bureau of Labor Statistics - 3 Interesting Facts | <ol style="list-style-type: none">1.2.3. |
| Job Zone | <p><u>Title:</u> Job Zone _____ :</p> <p><u>Education:</u></p> <p><u>Related Experience:</u></p> <p><u>Job Training:</u></p> <p><u>Job Zone Examples:</u></p> <p><u>SVP Range:</u></p> |

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| Tasks | Copy information (exactly). Use SUMMARY and be sure to read through all of the displays. Pick the top ten that you feel are necessary using an order of importance. Write at least one original sentence personalizing this information to fit your specific career. Document the readability (must be grade level). Be sure to use vocabulary specific to your chosen field. Use DETAILS to find the percentage of importance. Document that in the appropriate place. |
| 1. Importance for Success - | Task: Sentence: Readability _____ |
| 2. Importance for Success - | Task: Sentence: Readability _____ |
| 3. Importance for Success - | Task: Sentence: Readability _____ |

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| <p>4.</p> <p>Importance for Success -</p> | <p>Task:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>5.</p> <p>Importance for Success -</p> | <p>Task:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>6.</p> <p>Importance for Success -</p> | <p>Task:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>7.</p> <p>Importance for Success -</p> | <p>Task:</p> <p>Sentence:</p> <p>Readability _____</p> |

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| <p>8.</p> <p>Importance for Success -</p> | <p>Task:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>10.</p> <p>Importance for Success -</p> | <p>Task:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>Technology Skills</p> | <p>Copy information (exactly). Use SUMMARY and be sure to read through all of the displays. Pick the top ten that you feel are necessary using an order of importance. Write at least one original sentence personalizing this information to fit your specific career. Document the readability (must be grade level). Be sure to use vocabulary specific to your chosen field. Use DETAILS to find the type of technology that will be used. Document that in the appropriate place.</p> |
| <p>1.</p> <p>Readability _____</p> | <p>Skill:</p> <p>Tools Used:</p> <p>Sentence:</p> |

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| <p>2.</p> <p>Readability _____</p> | <p>Skill:</p> <p>Tools Used:</p> |
| | <p>Sentence:</p> |
| <p>3.</p> <p>Readability _____</p> | <p>Skill:</p> <p>Tools Used:</p> <p>Sentence:</p> |
| <p>4.</p> <p>Readability _____</p> | <p>Skill:</p> <p>Tools Used:</p> <p>Sentence:</p> |
| <p>5.</p> <p>Readability _____</p> | <p>Skill:</p> <p>Tools Used:</p> <p>Sentence:</p> |

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| <p>6.</p> <p>Readability</p> <hr/> | <p>Skill:</p> <p>Tools Used:</p> <p>Sentence:</p> |
| <p>7.</p> <p>Readability</p> <hr/> | <p>Skill:</p> <p>Tools Used:</p> <p>Sentence:</p> |
| <p>8.</p> <p>Readability</p> <hr/> | <p>Skill:</p> <p>Tools Used:</p> <p>Sentence:</p> |
| <p>9.</p> <p>Readability</p> <hr/> | <p>Skill:</p> <p>Tools Used:</p> <p>Sentence:</p> |

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| <p>10.</p> <p>Readability _____</p> | <p>Skill:</p> <p>Tools Used:</p> <p>Sentence:</p> |
| <p>Knowledge</p> | <p>Copy information (exactly). Use SUMMARY and be sure to read through all of the displays. Pick the top ten that you feel are necessary using an order of importance. Write at least one original sentence personalizing this information to fit your specific career. Document the readability (must be grade level). Be sure to use vocabulary specific to your chosen field. Use DETAILS to find the importance of each display. Document that in the appropriate place.</p> |
| <p>1.</p> <p>Importance for Success -</p> | <p>Knowledge:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>2.</p> <p>Importance for Success -</p> | <p>Knowledge:</p> <p>Sentence:</p> <p>Readability _____</p> |

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| <p>3.</p> <p>Importance for Success -</p> | <p>Knowledge:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>4.</p> <p>Importance for Success -</p> | <p>Knowledge:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>5.</p> <p>Importance for Success -</p> | <p>Knowledge:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>6.</p> <p>Importance for Success -</p> | <p>Knowledge:</p> <p>Sentence:</p> <p>Readability _____</p> |

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| 7. Importance for Success - | Knowledge: Sentence: Readability _____ |
| 8. Importance for Success - | Knowledge: Sentence: Readability _____ |
| 9. Importance for Success - | Knowledge: Sentence: Readability _____ |
| 10. Importance for Success - | Knowledge: Sentence: Readability _____ |

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| <p>Skills</p> | <p>Copy information (exactly). Use SUMMARY and be sure to read through all of the displays. Pick the top ten that you feel are necessary using an order of importance. Write at least one original sentence personalizing this information to fit your specific career. Document the readability (must be grade level). Be sure to use vocabulary specific to your chosen field. Use DETAILS to find the importance of each display. Document that in the appropriate place.</p> |
| <p>1. Importance for Success -</p> | <p>Skill:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>2. Importance for Success -</p> | <p>Skill:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>3. Importance for Success -</p> | <p>Skill:</p> <p>Sentence:</p> <p>Readability _____</p> |

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| 4. Importance for Success - | Skill: Sentence: Readability _____ |
| 5. Importance for Success - | Skill: Sentence: Readability _____ |
| 6. Importance for Success - | Skill: Sentence: Readability _____ |
| 7. Importance for Success - | Skill: Sentence: Readability _____ |

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| <p>8.</p> <p>Importance for Success -</p> | <p>Skill:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>9.</p> <p>Importance for Success -</p> | <p>Skill:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>10.</p> <p>Importance for Success -</p> | <p>Skill:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>Abilities</p> | <p>Copy information (exactly). Use SUMMARY and be sure to read through all of the displays. Pick the top ten that you feel are necessary using an order of importance. Write at least one original sentence personalizing this information to fit your specific career. Document the readability (must be grade level). Be sure to use vocabulary specific to your chosen field. Use DETAILS to find the importance of each display. Document that in the appropriate place.</p> |

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| 1. Importance for Success - | Ability: Sentence: Readability _____ |
| 2. Importance for Success - | Ability: Sentence: Readability _____ |
| 3. Importance for Success - | Ability: Sentence: Readability _____ |
| 4. Importance for Success - | Ability: Sentence: Readability _____ |

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| 5. Importance for Success - | Ability: Sentence: Readability _____ |
| 6. Importance for Success - | Ability: Sentence: Readability _____ |
| 7. Importance for Success - | Ability: Sentence: Readability _____ |
| 8. Importance for Success - | Ability: Sentence: Readability _____ |

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| <p>9.</p> <p>Importance for Success -</p> | <p>Ability:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>10.</p> <p>Importance for Success -</p> | <p>Ability:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>Work Activities</p> | <p>Copy information (exactly). Use SUMMARY and be sure to read through all of the displays. Pick the top ten that you feel are necessary using an order of importance. Write at least one original sentence personalizing this information to fit your specific career. Document the readability (must be grade level). Be sure to use vocabulary specific to your chosen field. Use DETAILS to find the importance of each display. Document that in the appropriate place.</p> |
| <p>1.</p> <p>Importance for Success -</p> | <p>Work Activity:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>2.</p> <p>Importance for Success -</p> | <p>Work Activity:</p> <p>Sentence:</p> <p>Readability _____</p> |

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| 3. Importance for Success - | Work Activity: Sentence: Readability _____ |
| 4. Importance for Success - | Work Activity: Sentence: Readability _____ |
| 5. Importance for Success - | Work Activity: Sentence: Readability _____ |
| 6. Importance for Success - | Work Activity: Sentence: Readability _____ |
| 7. Importance for Success - | Work Activity: Sentence: Readability _____ |

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| <p>8.</p> <p>Importance for Success -</p> | <p>Work Activity:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>9.</p> <p>Importance for Success -</p> | <p>Work Activity:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>10.</p> <p>Importance for Success -</p> | <p>Work Activity:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>Detailed Work Activities</p> | <p>Copy information (exactly). Use SUMMARY and be sure to read through all of the displays. Pick the top ten that you feel are necessary using an order of importance. Write at least one original sentence personalizing this information to fit your specific career. Document the readability (must be grade level). Be sure to use vocabulary specific to your chosen field. Use DETAILS to find the importance of each display. Document that in the appropriate place.</p> |
| <p>1.</p> <p>Readability _____</p> | <p>Detailed Work Activity:</p> <p>Sentence:</p> |

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| <p>2.</p> <p>Readability _____</p> | <p>Detailed Work Activity:</p> <p>Sentence:</p> |
| <p>3.</p> <p>Readability _____</p> | <p>Detailed Work Activity:</p> <p>Sentence:</p> |
| <p>4.</p> <p>Readability _____</p> | <p>Detailed Work Activity:</p> <p>Sentence:</p> |
| <p>5.</p> <p>Readability _____</p> | <p>Detailed Work Activity:</p> <p>Sentence:</p> |
| <p>6.</p> <p>Readability _____</p> | <p>Detailed Work Activity:</p> <p>Sentence:</p> |
| <p>7.</p> <p>Readability _____</p> | <p>Detailed Work Activity:</p> <p>Sentence:</p> |

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| <p>8.</p> <p>Readability _____</p> | <p>Detailed Work Activity:</p> <p>Sentence:</p> |
| <p>9.</p> <p>Readability _____</p> | <p>Detailed Work Activity:</p> <p>Sentence:</p> |
| <p>10.</p> <p>Readability _____</p> | <p>Detailed Work Activity:</p> <p>Sentence:</p> |
| <p>Work Context</p> | <p>Copy information (exactly). Use SUMMARY and be sure to read through all of the displays. Pick the top ten that you feel are necessary using an order of importance. Write at least one original sentence personalizing this information to fit your specific career. Document the readability (must be grade level). Be sure to use vocabulary specific to your chosen field. Use DETAILS to find the percentage of top responses. Document that in the appropriate place.</p> |
| <p>1.</p> <p>Percentage of Top Responses:</p> | <p>Work Context:</p> <p>Sentence:</p> <p>Readability _____</p> |

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| 2. Percentage of Top Responses: | Work Context: Sentence: Readability _____ |
| 3. Percentage of Top Responses: | Work Context: Sentence: Readability _____ |
| 4. Percentage of Top Responses: | Work Context: Sentence: Readability _____ |
| 5. Percentage of Top Responses: | Work Context: Sentence: Readability _____ |
| 6. Percentage of Top Responses: | Work Context: Sentence: Readability _____ |

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| <p>7.</p> <p>Percentage of Top Responses:</p> | <p>Work Context:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>8.</p> <p>Percentage of Top Responses:</p> | <p>Work Context:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>9.</p> <p>Percentage of Top Responses:</p> | <p>Work Context:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>10.</p> <p>Percentage of Top Responses:</p> | <p>Work Context:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>Interests</p> | <p>Copy information (exactly). Use SUMMARY and be sure to read through all of the displays. Pick the top ten that you feel are necessary using an order of importance. Write at least one original sentence personalizing this information to fit your specific career. Document the readability (must be grade level). Be sure to use vocabulary specific to your chosen field. Use DETAILS to find the occupational Interest. Document that in the appropriate place.</p> |

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| <p>Realistic</p> <hr/> | <p>Definition:</p> <p>They like:</p> |
| <p>Investigative</p> <hr/> | <p>Definition:</p> <p>They like:</p> |
| <p>Artistic</p> <hr/> | <p>Definition:</p> <p>They like:</p> |
| <p>Social</p> <hr/> | <p>Definition:</p> <p>They like:</p> |
| <p>Enterprising</p> <hr/> | <p>Definition:</p> <p>They like:</p> |

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| <p>Conventional</p> <p>_____</p> | <p>Definition:</p> <p>They like:</p> |
| <p>Work Styles</p> | <p>Copy information (exactly). Use SUMMARY and be sure to read through all of the displays. Pick the top ten that you feel are necessary using an order of importance. Write at least one original sentence personalizing this information to fit your specific career. Document the readability (must be grade level). Be sure to use vocabulary specific to your chosen field. Use DETAILS to find the importance percentage. Document that in the appropriate place.</p> |
| <p>1.</p> <p>Importance:</p> | <p>Work Styles:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>2.</p> <p>Importance:</p> | <p>Work Styles:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>3.</p> <p>Importance:</p> | <p>Work Styles:</p> <p>Sentence:</p> <p>Readability _____</p> |

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| <p>4.</p> <p>Importance:</p> | <p>Work Styles:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>5.</p> <p>Importance:</p> | <p>Work Styles:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>6.</p> <p>Importance:</p> | <p>Work Styles:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>7.</p> <p>Importance:</p> | <p>Work Styles:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>8.</p> <p>Importance:</p> | <p>Work Styles:</p> <p>Sentence:</p> <p>Readability _____</p> |

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| <p>9.</p> <p>Importance:</p> | <p>Work Styles:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>10.</p> <p>Importance:</p> | <p>Work Styles:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>Work Values</p> | <p>Copy information (exactly). Use SUMMARY and be sure to read through all of the displays. Pick the top ten that you feel are necessary using an order of importance. Write at least one original sentence personalizing this information to fit your specific career. Document the readability (must be grade level). Be sure to use vocabulary specific to your chosen field. Use DETAILS to find the importance percentage. Document that in the appropriate place.</p> |
| <p>1.</p> <p>Importance:</p> | <p>Work Value:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>2.</p> <p>Importance:</p> | <p>Work Value:</p> <p>Sentence:</p> <p>Readability _____</p> |

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| <p>3.</p> <p>Importance:</p> | <p>Work Value:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>4.</p> <p>Importance:</p> | <p>Work Value:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>5.</p> <p>Importance:</p> | <p>Work Value:</p> <p>Sentence:</p> <p>Readability _____</p> |
| <p>Related Occupations</p> | <p>1.</p> <p>2.</p> <p>3.</p> <p>4.</p> <p>5.</p> |
| <p>Job Openings on the Web</p> | <p>Find one job opening (if it is listed) in North Dakota that you would consider to be the ultimate job. Be sure to save a complete copy of the job summary, job description, and job application as a PDF to your desktop.</p> <p>Find at least two jobs in other states that you would consider to be the ultimate jobs. Be sure to save a complete copy of</p> |

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| | <p>each job summary, job description, and job application as a PDF to your desktop.</p> <p>Note: The more information given in these websites, the more available, the easier it will be for you to write the cover letter and resume.</p> |
| Nature of Work | Write complete, detailed sentences incorporating realistic examples and correct terminology. Be sure to document the readability level. |
| 3 Interesting Facts | <p>1. Readability Level _____</p> <p>2. Readability Level _____</p> <p>3. Readability Level _____</p> |
| 3 Enjoyable Tasks | <p>1. Readability Level _____</p> <p>2. Readability Level _____</p> <p>3. Readability Level _____</p> |

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| Education/ Training | Document information. Be sure to apply general information to your specific career. |
| In-Depth Look at Education & Training | <p>Years of Education:</p> <p>Importance Course Work:</p> <p>Advancement:</p> |
| Major Concerns | <p>After researching this career, what are some major concerns you have may have? These may be related to the course work you must complete in order to earn your degree, or these concerns may come after graduation and deal with the job itself. Be sure to use complete sentences and use detailed information. Document the readability level for each concern.</p> |
| 5 Major Concerns | <p>1. Readability Level _____</p> <p>2. Readability Level _____</p> <p>3. Readability Level _____</p> <p>4. Readability Level _____</p> <p>5. Readability Level _____</p> |

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| <p>Top 3 Colleges - order of importance</p> | <ol style="list-style-type: none">1.2.3. |
| <p>Scholarships - these can be from the colleges and/or posted on our counselor's website. You may also research other scholarships using the internet.</p> | <ol style="list-style-type: none">1.2.3.4.5.6.7.8.9.10. |
| <p>Ultimate Goal in this Career - Explain using complete sentences.</p> | |

Is this career for you? Why or why not? If this is not your passion, what do you believe is your next choice? Explain.