

Understanding Myself and My Options

When selecting a major it is important to gain a better understanding of yourself and your options. To help you gain a better understanding of your skills, interests and values, complete the following activities:

- Values: your guiding principles that reflect what is most important to you in life.
- Interests: topics you enjoy reading about and activities you like to participate in.
- Skills: Activities you do well, either learned (e.g. playing basketball) or innate (e.g. coordination)

Review the questions below; write your answers in the space provided

- I often find myself drawn to books, magazines, or TV shows on topics such as...
- During my free time, I like to...
- Would I rather have more free time and less money, or more money and less free time?
- What subjects/classes do I enjoy most?
- When I was young, the career I was most interested in was...
- What type of assignments interest me?
- What do people close to me say I do well?
- What is difficult for others but easy for me?
- What student organization would I like to learn more about?
- What did I like most and least about the jobs/volunteer experiences I have held?
- If I didn't have to worry about money, the job I would really love is...

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Values, Interests and Skills

In the column below rank your *values* from 1 (most important) to 15 (least important). Repeat the ranking process for *Interests* and *skills*.

| Values | Interests | Skills |
|--|--|---|
| <input type="checkbox"/> Creativity | <input type="checkbox"/> Community Service | <input type="checkbox"/> Analytical/Problem solving |
| <input type="checkbox"/> Earning Potential | <input type="checkbox"/> Creative/Performing Arts | <input type="checkbox"/> Athletic |
| <input type="checkbox"/> Further Education | <input type="checkbox"/> Fashion | <input type="checkbox"/> Communication |
| <input type="checkbox"/> Independence | <input type="checkbox"/> Interpersonal Relationships | <input type="checkbox"/> Counseling |
| <input type="checkbox"/> Job Location | <input type="checkbox"/> Literature/Reading | <input type="checkbox"/> Creativity/Artistic |
| <input type="checkbox"/> Leadership | <input type="checkbox"/> Money/Investing/Finance | <input type="checkbox"/> Design |
| <input type="checkbox"/> Faith/Spirituality | <input type="checkbox"/> Music | <input type="checkbox"/> Instructional/Mentoring |
| <input type="checkbox"/> Level of Prestige | <input type="checkbox"/> Nature/Environment | <input type="checkbox"/> Interpersonal |
| <input type="checkbox"/> Personal/Professional Balance | <input type="checkbox"/> Organizing | <input type="checkbox"/> Leadership |
| <input type="checkbox"/> Service to Others | <input type="checkbox"/> Politics | <input type="checkbox"/> Managerial |
| <input type="checkbox"/> Security | <input type="checkbox"/> Planning | <input type="checkbox"/> Mechanical |
| <input type="checkbox"/> Vacation/benefits | <input type="checkbox"/> Science | <input type="checkbox"/> Research |
| <input type="checkbox"/> Variety of Tastes | <input type="checkbox"/> Sports | <input type="checkbox"/> Technology |
| <input type="checkbox"/> Work environment | <input type="checkbox"/> Teaching | <input type="checkbox"/> Visionary |
| <input type="checkbox"/> Work scheduled | <input type="checkbox"/> Salesmanship | <input type="checkbox"/> Organizational |
| Other: | Other: | Other: |

Values: *Can you compromise any of the values you ranked? List any below.*

How would you feel if your values did not match with a particular major or career you were considering?

Skills: *Are there any skills not listed that you would like to learn? If yes, list the skills below.*

Transferable Skills & a Liberal Arts Education

Most liberal arts degrees offer a broad educational base and do not track you for specific careers. You will graduate with skills and abilities that make it possible to succeed in many fields. These skills are referred to as *transferable skills*. Transferable skills are experiences or abilities that you can use in many different work settings. These skills can be developed on the job, through internships, coursework, leadership positions, athletics, etc. Developing a list of skills you have and most enjoy can help you focus on major and career interests. Below is a brief list of skills that you may have. Circle the skills you already have and note any that you would like to develop.

Communication Skills

Writing
Editing
Speaking
Influencing
Persuading
Reasoning
Presenting
Teaching
Directing
Questioning
Motivating
Motivating

Management Skills

Planning
Organizing
Leading
Supervising
Motivating
Recruiting
Initiating projects
Coordinating
Giving directions
Delegating
Applying policy
Strategizing

Research Skills

Analyzing ideas
Analyzing things
Researching
Investigating
Reading for information
Gathering data
Critical thinking
Observing
Examining
Inspecting
Diagnosing
Calculating

Helping Skill

Sensitive
Empathize
Counsel
Advocate
Listing
Understanding
Team work
Mentoring
Coaching

Financial Skills

Calculating
Computing
Budgeting
Bookkeeping
Accounting
Record keeping
Detail
Accuracy
Speed

Creative Skills

Innovating
Creating
Imagining
Designing
Conceptualizing
Visualizing
Painting
Humor
Performing

Manual Skills

Building
Constructing
Repairing
Restoring
Operate equipment
Physical Coordination

Detail Skills

Processing
Recording
Organizing
Inspecting
Compiling
Retaining

Teaching Skills

Influencing
Informing
Encouraging
Communicating
Explaining
enthusiasm

List any skills you would like to develop:

Activity Identification

Below is a list of activities followed by a letter in parenthesis (RIASEC). These letters correspond to the personality traits associated with John Holland's Career Interest Theory. This theory categorizes people and careers by six personality types – Realistic, Investigative, Artistic, Social, Enterprising and Conventional. By finding the category you most closely relate to, you may find connections to potential careers to pursue. Most people relate to more than 1 category and many categories have careers or disciplines that overlap with others. Use this as a starting point to begin your major and career exploration process. You should not view this as a decision making tool.

Circle the activities you enjoy.

- | | | | |
|----|--|----|---|
| 1 | Helping others (S) | 41 | Designing (A) |
| 2 | Being artistic (A) | 42 | Using Imagination(A) |
| 3 | Operating tools or machinery(R) | 43 | Showing empathy (S) |
| 4 | Using Body (R) | 44 | Observing and collecting data (I) |
| 5 | Expressing feelings (S) | 45 | Diagnosing (I) |
| 6 | Solving scientific problem (I) | 46 | Giving love (s) |
| 7 | Discovering something (I) | 47 | Needing to understand (I) |
| 8 | Teaching (s) | 48 | Theater (A) |
| 9 | Independent, non conforming (A) | 49 | Understanding self (S) |
| 10 | Using a systematic process (s) | 50 | Directing others (E) |
| 11 | Making others happy (S) | 51 | Observing (I) |
| 12 | Fixing (R) | 52 | Learning (I) |
| 13 | Musical activity (A) | 53 | Organizing others (E) |
| 14 | Creative writing (A) | 54 | Using persuasion (E) |
| 15 | Social activity (S) | 55 | Careful inflexible (C) |
| 16 | Using business machines (C) | 56 | Intellectual achievement (I) |
| 17 | Repairing (R) | 57 | Avoid being the center of attention (R) |
| 18 | Participating in sports (R) | 58 | Leading others (E) |
| 19 | Visualizing in 3 rd dimension (A) | 59 | Taking control (E) |
| 20 | Creating something (A) | 60 | Making judgments (I) |
| 21 | Talking with others (S) | 61 | Leading others (E) |
| 22 | Extreme sports(R) | 62 | Being persistent (C) |
| 23 | Following instructions (C) | 63 | Follow through with task (C) |
| 24 | Belonging to an organization (S) | 64 | Starting a business (E) |
| 25 | Physical activity (R) | 65 | Writing reports (C) |
| 26 | Effecting social change (S) | 66 | Making money (E) |
| 27 | Creative cooking (A) | 67 | Coordinating an activity (E) |
| 28 | Acting (A) | 68 | Talking to a group (E) |
| 29 | Inventing (I) | 69 | Taking notes (C) |
| 30 | A perfectionist (C) | 70 | Using office skills (C) |
| 31 | Volunteering (S) | 71 | Entertaining others (E) |
| 32 | Camping or hiking (R) | 72 | Using office skills (C) |
| 33 | Using mathematical skills (C) | 73 | Managing people (E) |
| 34 | Restoring something (R) | 74 | Decorating, designing (A) |
| 35 | Helping others feel better (S) | 75 | Acquiring material goods (E) |
| 36 | Keeping records (C) | 76 | Verbal-linguistic skills (A) |
| 37 | Collecting (hobbies) (I) | 77 | Seeking status (E) |
| 38 | Interested in cars, boats, airplanes (R) | 78 | Conforming to others (C) |
| 39 | Hands-on activities (R) | 79 | Taking orders (C) |
| 40 | Crafts (A) | 80 | Working outdoors (R) |

Total the number of times each letter was circled on the previous page.

R ___ I ___ A ___ S ___ E ___ C ___

Enter the letters that are circled the most:

- 1.
- 2.
- 3.

This top 3 letters list a preference you may have for types of careers or majors. Look at page 7 to see a list of majors that are categorized by the R-I-A-S-E-C Holland Codes.

Putting Together

Look back the your skills, interests and values, fill in the summary sheet below

My Top 5 Skills Are:

- 1.
- 2.
- 3.
- 4.
- 5.

My Top 5 Values Are:

- 1.
- 2.
- 3.
- 4.
- 5.

My top 3 Activities (Interests Codes):

- 1.
- 2.
- 3.

My top 3 majors (see page 7):

- 1.
- 2.
- 3.

Credits

- Choosing a major or occupation (2009). Retrieved February 3, 2011 www.career.fsu.edu/img/pdf/guides
- Career Services Center: St. Cloud University (2010). Retrieved February 3, 2011. www.stcloud.edu/careerservices
- <http://www.career.cornell.edu/exploration/goals/default.html>
- http://www.quintcareers.com/choosing_major.html

ACADEMIC MAJORS & THE HOLLAND GAME

| REALISTIC(R) | INVESTIGATIVE(I) | ARTISTIC(A) | SOCIAL(S) | ENTERPRISING(E) | CONVENTIONAL(C) |
|--|--|--|---|---|---|
| Athletic Training Aquatic & Coastal Sciences Biology Business Admin - Accounting Chemistry Computer Science Economics Geography: Environmental Studies Geosciences Industrial Design Information Technology Justice Studies Mathematics Molecular Biology Psychology Physical Education - Adult Fitness Science Informatics | Aquatic & Coastal Sciences Anthropology Biochemistry Biology Chemistry Computer Science Justice Studies - Justice Systems - Paralegal Studies Jurisprudence Economics General Humanities Geography History Linguistics Nutrition Mathematics Molecular Biology Physics Physics: Astronomy Concentration Political Science Psychology Science Informatics Sociology Women and Gender Studies | Broadcasting Classics Communication Studies Modern Languages English: Creative Writing English Fashion Studies Fine Arts: - Art Education - Art History - Studio (BA/BFA) - Industrial Design - Graphic Design - Animation & Illustration - Filmmaking General Humanities Linguistics Music -Music Jazz Studies -Music Education -Musical Theater -Music Performance -Music Theory Composition -Music Therapy Theater Studies -BFA Acting -BFA Dance -BA Dance Education -BFA Musical Theater -BFA Production Design Philosophy | Justice Studies Nutrition: Dietetics Education - Elementary Education -Early Childhood -ESL Health -Biological Sciences -Physical Education -Physical Science Education -Secondary Education -Social Science Education Family, Children and School Settings Modern Language Arabic, French, Latin, Italian, Spanish Philosophy Public Health Religious Studies Urban Studies Women & Gender Studies | Business Administration - Accounting - Economics - Finance - Hospitality Management - International Business - Leisure Industries & Tourism - Hospitality Management - Management - Management Information Systems - Marketing - Operations Merchandising - Retail Merchandising and Management Communication Studies -Public Relations - Speech Communication Fashion Studies History Jurisprudence Theater Studies Political Science | Business Administration - Accounting - Finance Computer Science Economics Justice Studies - Justice Systems - Paralegal Studies Nutrition - Food Management Mathematics - Math Education - Mathematics of Finance Physics - Education - Astronomy |