



chapter  
**3**

Understanding  
Yourself

*Investigating Your Career*

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## CHAPTER 3

# Understanding Yourself

### Goals

- \* Recognize how assessments can help focus your career journey.
- \* Identify types of formal assessments and explain how to use the results.
- \* Describe types of informal assessments.

## Learning about Yourself

- Your *Internal Career Design*:
  - Is unique to you.
  - Matches your interests, abilities, personality, and values to your ideal career field.
- Assessments provide information that will help you choose a career based on your unique talents and passions.
- **Self-assessments** are based on what you think of yourself.

## Formal Assessments

- **Formal assessments** are created by psychologists and career counselors based on their research.
  - Interest inventories
  - Ability assessments
  - Personality assessments
  - Work value assessments
  - Formal assessment results
- Companies may charge a fee for the assessment and/or the scoring.

## Interest Inventories

- **Interest inventories** are designed to help you relate your interests to career clusters.
- The format of interest inventories varies.

# Ability Assessments

**Ability assessments** measure:

- How well you perform specific tasks now.
- Whether you can master certain skills in the future.

# Personality Assessments

- **Personality assessments** reveal the personal qualities that make you unique.
- Personality assessment results reveal the:
  - Behavior style that best describes you.
  - Type of work environment that fits your personality traits.

## Work Value Assessments

- **Work values** are the aspects about a career and the workplace that are important to you.
- Work value assessments:
  - Help you discover why you want to work.
  - Help you find characteristics of careers that appeal to you.



## Formal Assessment Results

- Different assessments appeal to different people.
- No one assessment is completely accurate.
- Different assessments give different results.
- Keep in mind that you are unique.
- Taking more than one assessment will give you a better picture of yourself.
- You know more about yourself than any assessment can tell you.
- The assessment does not tell you everything.

## Informal Assessment Experiences

- **Informal assessment experiences** are activities in which you talk to or observe someone working in a career or in which you work in a specific career yourself.
  - Career events
  - Informational interviews
  - Job shadowing
  - Internships
  - Service learning

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## Informal Assessment Experiences

- Informal assessments can help you:
  - Learn firsthand about the types of jobs and job requirements in a career field.
  - Eliminate possible careers that are not a match for you.
  - Understand the world of work and its positive and negative aspects.
  - Create your *Internal Career Design*.

## Career Events

- A **career fair** is an opportunity to talk with many business about many careers at one time.
- A **career day** is organized so you can listen, interact, and ask questions of people in careers that interest you.
  - If your school coordinates the event, you will move from room to room to hear speakers from various careers.
  - If a professional organization sponsors the event, you will learn only about the career areas of the sponsor's members.

## Informational Interviews

- An **informational interview** is a conversation with a person about her or his career area.
- You will direct the questions.
- You will learn most about a particular career by talking directly with workers rather than with upper-level managers.
- Before the appointment, send some of your questions to the person you are interviewing in case he or she needs to research some of the answers.

## Job Shadowing

- **Job shadowing** is where you spend several hours following a worker at his or her job location.
- Learning business etiquette and knowing some of the details of the workplace surroundings ahead of time will help you be prepared.
- The shadowing experience may take from two to six hours.

# Internships

- An **internship** provides practical experience working in a specific career.
- An internship:
  - Offers a way to test a career before committing to it.
  - May be an unpaid volunteer experience.
  - May be a paid work experience.
  - May lead to a job or even entry into a career.

# Service Learning

- **Service learning** programs let you volunteer your time to help the community.
- You may choose to participate to:
  - Meet a course or graduation requirement.
  - Help a particular group.
- Service learning:
  - Involves mutual give-and-take between you and those you serve.
  - Can become part of your Career Portfolio Builder.
  - Can serve as a type of internship.



## Summary

- I can recognize how assessments help focus my career journey.
- I can describe different types of formal assessments and explain how to use the results.
- I can describe types of informal assessment experiences.