1. **SELF ASSESSMENT:**
   Gather information about yourself.
   
   **COURSE:**
   Guidance 30
   
   **IDENTIFY:**
   Skills, Interests, Values, Achievements, Employability Skills, Transferable Skills, Knowledge, Lifestyle, Preferences

2. **EXPLORE OCCUPATIONS:**
   Gather information about the world of work.
   
   **COURSES:**
   Guidance 31, 32
   
   **IDENTIFY:**
   Career Options, Written Resources, Fields of Interests, Career Contacts, Educational & Job Requirements, Employment Outlook

3. **EXPERIENCE WORK – BASED LEARNING OPPORTUNITIES:**
   Gain hands-on work experience.
   
   **COURSE:**
   Guidance 32
   
   **IDENTIFY:**
   Practical Job Skills, Transferable Skills, Relationship of Classes to Career Choice, Work Experience, Job Objective

4. **PLAN JOB SEARCH CAMPAIGN:**
   Take steps towards a successful job hunt.
   
   **COURSE:**
   Guidance 33
   
   **IDENTIFY:**
   Employers, Specific Job Titles, Resume Formats, Career Paths, Investigate the Hidden Job Market, Interviewing Techniques

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**DECISION MAKING PROCESS:**
Define the issue • Gather relevant information • Generate alternatives • Consider consequences • Make a decision

**SET GOALS:**
Set realistic goals • Specific & measurable • Good job fit • Compatible with values

**COURSE:**
Guidance 8: Education Interpersonal Growth

**WRITTEN RESOURCES:**
College Catalogs, Career Technical Education Programs, Encyclopedia of Careers, Occupational Outlook Handbook

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