It's Your Life

What are you gonna do with it?
This Workbook accompanies the “It’s Your Life” PowerPoint presentation that can be downloaded from occareers.com (click on Educators).

This publication was funded by the Carl D. Perkins Vocational and Technical Education Act of 1998 through the Chancellor’s Office, California Community Colleges.

Copyright © 2004 Chancellor’s Office California Community Colleges. Permission is hereby granted to reproduce this work, in whole or part, for classroom use only.
Where are YOU in planning for life after high school?

1. DON’T CARE
   I don’t want to think about it.
   □ Yes □ No

2. UNSURE
   I’ve given it some thought.
   □ Yes □ No

3. CURIOUS
   I’m aware of some good career choices for me.
   □ Yes □ No

4. CONFIDENT
   I know all my options.
   □ Yes □ No
Natural Intelligences Assessment

Check the statements below that describe you best. Check all that apply.

BK  I'd rather work with my hands than read.
L  I'd rather take an essay test than a multiple choice.
LM  I'd rather take a multiple choice any day.
M  I'd write my own music.
N  I like to observe animals rather than just read about them.
P  In history class, I try to imagine what life was really like back then.
VS  I can close my eyes and visualize how things look.

BK  When something breaks, I'm not afraid to take it apart and try to fix it.
L  When I need to learn something, I'd rather read about it than watch a demonstration.
LM  I can usually figure out the fastest way to get something done.
M  I study and practice a musical instrument.
N  I like to plant things and watch them grow.
P  I think team spirit does make a difference.
VS  I can draw accurate maps, complete with landmarks.

BK  I'd rather learn a new skill by watching someone else than simply reading instructions.
L  I'm better at word games like Scrabble than logic games like chess.
LM  I'd rather do math homework than write an essay because you know if you're right or wrong.
M  I'm tuned into my friends' feelings.
N  I volunteer time to help preserve the environment.
P  I'm good at sports.
VS  I can draw accurate maps, complete with landmarks.

BK  I'm better in group projects where you have to build or make something rather than just sit around and talk about it.
L  I'd rather write a history paper than do a chemistry lab.
LM  I'd rather do ten chemistry labs than explain what a poem means.
M  I'd rather use music to express my feelings than art.
N  I look at the weather maps on the internet.
P  When someone asks me to sign their yearbook, I try to write something meaningful.
VS  I find instructions that don't have illustrations difficult to understand.

BK  I'm not afraid to stand up and talk in class.
L  When a friend tells me about a problem, I try to remain objective and analyze the situation.
LM  It's fun to learn a new musical instrument.
M  I can name and identify different trees and plants that grow in wild areas.
P  If I go to a party, I always make it a point to talk to the person who looks shy or awkward.
VS  I'm better at drawing something than explaining it in words.

Add up the checks you have for each intelligence.

<table>
<thead>
<tr>
<th></th>
<th>BK</th>
<th>L</th>
<th>LM</th>
<th>M</th>
<th>N</th>
<th>P</th>
<th>VS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Choose your top three intelligences.
Circle them below and think about how they might relate to a career.

<table>
<thead>
<tr>
<th>Your Natural Intelligences</th>
<th>You have the capability to:</th>
<th>To work @ it you can:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bodily Kinesthetic</strong></td>
<td>Use your body skilfully to solve problems, create products or express ideas &amp; emotions.</td>
<td>Learn a new sport. Take a dance or gymnastics class. Put together models.</td>
</tr>
<tr>
<td><strong>Linguistic</strong></td>
<td>Express yourself, your feelings and ideas through words.</td>
<td>Make it a point to speak up in class. Write letters to friends and family. Keep a written journal.</td>
</tr>
<tr>
<td><strong>Logical/Mathematical</strong></td>
<td>Apply reason and logic to any given situation.</td>
<td>Learn a new computer program. Take an advanced math class.</td>
</tr>
<tr>
<td><strong>Musical</strong></td>
<td>Express yourself through music, identify melodies &amp; rhythms.</td>
<td>Learn to play a musical instrument. Take a music appreciation class.</td>
</tr>
<tr>
<td><strong>Naturalist</strong></td>
<td>Identify and classify patterns in nature.</td>
<td>Take wilderness tours. Hike in the woods. Take an environmental studies class.</td>
</tr>
<tr>
<td><strong>People/Interpersonal</strong></td>
<td>Work with and relate effectively to others. Understand other people’s feelings, motivations and goals.</td>
<td>Ask friends about their family history. Read about a culture that is different from yours. Take a history or social studies class.</td>
</tr>
<tr>
<td><strong>Visual/Spatial</strong></td>
<td>Think in pictures and colors. You have the ability to draw and construct.</td>
<td>Take an art or computer drawing class. Construct a 3D model or puzzle.</td>
</tr>
</tbody>
</table>

Based on Dr. Howard Gardner’s Theory of Multiple Intelligences developed in 1983 at Harvard University. It suggests that the traditional notion of intelligence, based on IQ testing is far too limited. The seven intelligences accessed here were chosen for their career relevance.
What is your favorite subject in school? 
______________________________________________________________________________

What are your hobbies and interests outside of school? 
______________________________________________________________________________

Check all the things you are good at:

☐ Reading
☐ Writing
☐ Speaking in front of others, small groups
☐ Art (drawing, painting, sculpting)
☐ Music (singing, playing, listening)
☐ Math (calculating, measuring, solving, logic problems)
☐ Working alone
☐ Working in a group
☐ Building things (constructing things)

List other things you excel at that are not on the list above:

What's your favorite way to learn? _____________________________________________  
(reading, listening, watching, doing)

What would you like to learn more about? _______________________________________

What is one of your best memories of your school life? ____________________________

What is one of your best memories of your life outside of school? ___________________

What careers interest you? ____________________________________________________

Make a list of activities you have participated in and what skills each one required or built. For example: soccer helps build teamwork, leadership, problem solving, quick thinking, and flexibility.
______________________________________________________________________________
______________________________________________________________________________
1. What kind of activities have you loved to do since childhood?

2. What can you do that’s as easy as breathing?

3. What sort of thing really excites you?

4. Imagine you were famous in your lifetime, what would it be for?
Discovering careers that match your interests, find your Holland Code using the checklist below. Make copies of this page and then ask your teen to circle the numbers of the activities they prefer. Marking more activities provides more useful results.

<table>
<thead>
<tr>
<th>1. Typing reports or enter data</th>
<th>1. Keeping detailed records</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Leading group activities</td>
<td>2. Working on a sales campaign</td>
</tr>
<tr>
<td>3. Reading art and music magazines</td>
<td>3. Designing clothes</td>
</tr>
<tr>
<td>4. Doing carpentry/building projects</td>
<td>4. Decorating rooms</td>
</tr>
<tr>
<td>5. Using a chemistry set</td>
<td>5. Playing word games or puzzles</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1. Using word processing</th>
<th>1. Working nine to five</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Talking to salespeople</td>
<td>2. Being elected class president</td>
</tr>
<tr>
<td>3. Acting in or helping put on a play</td>
<td>3. Learning foreign languages</td>
</tr>
<tr>
<td>4. Working with animals</td>
<td>4. Cooking</td>
</tr>
<tr>
<td>5. Applying advanced math</td>
<td>5. Utilizing physics</td>
</tr>
<tr>
<td>6. Helping the elderly</td>
<td>6. Attending sports events</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1. Using a cash register</th>
<th>1. Using office equipment</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Talking to a group of people</td>
<td>2. Buying clothes for a store</td>
</tr>
<tr>
<td>3. Drawing or painting</td>
<td>3. Writing stories or poetry</td>
</tr>
<tr>
<td>4. Fixing cars</td>
<td>4. Fixing electrical appliances</td>
</tr>
<tr>
<td>5. Applying astronomy</td>
<td>5. Flying airplanes</td>
</tr>
<tr>
<td>6. Belonging to a club</td>
<td>6. Teaching children</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1. Filing letters and reports</th>
<th>1. Working with a budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Talking to people at a party</td>
<td>2. Selling insurance</td>
</tr>
<tr>
<td>3. Going to concerts, listening to music</td>
<td>3. Playing music</td>
</tr>
<tr>
<td>4. Applying wildlife biology</td>
<td>4. Putting together a model or craft</td>
</tr>
<tr>
<td>5. Creating a science project</td>
<td>5. Working in a lab</td>
</tr>
<tr>
<td>6. Studying about people in other lands</td>
<td>6. Helping people solve personal problems</td>
</tr>
</tbody>
</table>

To find your Holland Code, count all the number 1’s you’ve checked; put that total on the line in the circle marked “1’s = C”. Repeat this for numbers 2 through 6. Notice, each number corresponds with a letter which represents a type: C=conventional; E=enterprising; A=Artistic; R=realistic; I=investigative; S=social.

<table>
<thead>
<tr>
<th>1’s = C</th>
<th>2’s = E</th>
<th>3’s = A</th>
<th>4’s = R</th>
<th>5’s = I</th>
<th>6’s = S</th>
</tr>
</thead>
<tbody>
<tr>
<td>______</td>
<td>______</td>
<td>______</td>
<td>______</td>
<td>______</td>
<td>______</td>
</tr>
</tbody>
</table>
Those who lean toward the conventional style prefer structured and organized activities. They like a clear understanding of expectations and follow established procedures. Conventional types may have strong verbal and numerical abilities. **Conventional**s like to organize.

Individuals with high enterprising scores enjoy interacting with people in a manner that involves leadership, persuasion, and management. They tend to be comfortable with their decision-making skills, competitive, and self-confident. **Enterprising**s like to persuade.

Individuals who score high in the artistic area tend to be creative, unstructured, and imaginative. Artistic people often enjoy innovative and open experiences over organized and structured activities. They prefer to let their emotions guide them. **Artistic**s like to create.

People with strong realistic characteristics tend to enjoy being outdoors and working with machines, tools, animals and/or things. They often prefer using mechanical, athletic and manual skills to interacting with groups. **Realistic**s like to do.

People who lean toward the investigative type often like to work independently and on a cognitive level. They like to think about and analyze ideas, problems, and issues. Investigative types may have strong math, science, and analytical abilities. **Investigative**s like to think.

Those dominant in the social area like to be around people. They enjoy helping others and contributing to the good of society. Social types have strong interpersonal and communication skills and tend to be empathetic, patient and understanding. **Social**s like to help.

The letters with the three highest numbers represents your Holland Code:

Holland Code: ____  ____  ____

**What does my Holland Code mean?**

Those who lean toward the conventional style prefer structured and organized activities. They like a clear understanding of expectations and follow established procedures. Conventional types may have strong verbal and numerical abilities. **Conventional**s like to organize.

Individuals with high enterprising scores enjoy interacting with people in a manner that involves leadership, persuasion, and management. They tend to be comfortable with their decision-making skills, competitive, and self-confident. **Enterprising**s like to persuade.

Individuals who score high in the artistic area tend to be creative, unstructured, and imaginative. Artistic people often enjoy innovative and open experiences over organized and structured activities. They prefer to let their emotions guide them. **Artistic**s like to create.

People with strong realistic characteristics tend to enjoy being outdoors and working with machines, tools, animals and/or things. They often prefer using mechanical, athletic and manual skills to interacting with groups. **Realistic**s like to do.

People who lean toward the investigative type often like to work independently and on a cognitive level. They like to think about and analyze ideas, problems, and issues. Investigative types may have strong math, science, and analytical abilities. **Investigative**s like to think.

Those dominant in the social area like to be around people. They enjoy helping others and contributing to the good of society. Social types have strong interpersonal and communication skills and tend to be empathetic, patient and understanding. **Social**s like to help.
1. I value freedom and excitement. I like to be spontaneous and think planning can take the fun out of things. I like to learn new things that I can use right away. I want to make and do things rather than just think about them. I value skillfulness over logic, structure, and feeling. I like to play games, and I like to win.

What color do you think I am? __________ Are you like me? □ Yes □ No

Explain ____________________________________________________________________

2. I like people, and I like the people around me to get along with each other. I do not like conflict or competition but prefer to develop loving relationships. I care more about people than I do about facts, logic, adventure, or reason. I am very social and want people to like me.

What color do you think I am? __________ Are you like me? □ Yes □ No

Explain ________________

3. I like new ideas, and I like to discover how things work. I generally prefer to work by myself because it is easier for me to think about things and reflect on them. I like to use my brain and am not particularly interested in feelings, rules, and non-stop excitement.

What color do you think I am? __________ Are you like me? □ Yes □ No

Explain ____________________________________________________________________

4. I value tradition, and I prefer things to stay like they are. I like to run things according to the rules and find that organization and order are more important to me than excitement, adventure, or emotions. I am careful about money and value security. I want to help an organization run smoothly whether it’s my home or my work.

What color do you think I am? __________ Are you like me? □ Yes □ No

Explain ____________________________________________________________________
Lots of expensive, inexpensive, and free assessments can provide information and insight into someone’s personality and temperament. Schools and businesses spend millions on assessments to help predict who is most likely to succeed in an organization.

Since almost everyone can relate to color, one quick, easy, and fun assessment is to choose one of four colors that best describes you. This system is trademarked under the name True Colors. While all four colors are a part of everyone’s personality, one color is dominant. Read the short description of each color and decide which one best describes you. Have all the members of your family do this short exercise and discuss how you are all alike and how you are different.

**Gold**

Golds like stability, consistency, organization and order. They value security and acceptance by others. Golds do not like change or people who are careless and break the rules. They are stable, dependable and efficient. This is the most common dominant color.

**Blue**

Blues like harmony and dislike discord. They seek to understand others and themselves better. Other people may find blues overly sensitive or concerned about other’s feelings. Blues make up about 12 to 25% of the population.

**Orange**

Oranges like action, adventure, and variety. They are happy when they are in motion and are usually great fun to be around. Orange can be spontaneous and carefree. Oranges like to learn skills that they can put to work right away.

**Green**

Greens are investigators. They thrive on designing, inventing, and analyzing information. They are primarily focused on the actual task rather than on people. They have questions about everything, and often find novel or creative solutions to problems. This is the least common color personality.

This tool will help you reflect and consider different temperaments/personalities and identify with the one most like you.

What kinds of careers might your “color” be interested in?

__________________________
__________________________
__________________________
Mind mapping is a visual way to brainstorm ideas and to get in touch with and to use your imagination. In a mind map, you use a mix of symbols and words to create a visual picture. Plain white paper and colored pens or pencils are about the only tools you need, besides your imagination, to build a mind map.

**Strengths**

List three things you do well:

1. _________________________________________________
2. _________________________________________________
3. _________________________________________________

**Personality or Temperament**

Most dominant color: _________________________________

Second-most dominant color: ___________________________

**Interests**

Write down your three-letter Holland code: _____________

**Values**

List your three work motivators:

1. _________________________________________________
2. _________________________________________________
3. _________________________________________________
Example Mind Mapping

My Strengths

Things I Love

ARS
My Holland Code

My Personality Colors

My Values

Listening  Drawing  Making gifts

Friends  Art  Reading  Family

Blue  Sincerity  Loyalty

Green  Honesty
What gets you out of bed in the morning?

Put these in order (from 1 to 8) of most to least motivating. (1 is your most motivating, 8 is your least motivating).

- Security & Stability
- Technical Competence
- Management & Responsibility
- Autonomy (do it your own way)
- Entrepreneurship (run your own show)
- Service to Others
- Pure Challenge
- Lifestyle Balance

Write which of these motivators are your two most favorite and one least favorite:

Most motivating: ________________________________
Second-most motivating: __________________________
Least motivating: ________________________________

Surviving and succeeding today takes more than the right skills, personality & education. Employers will also look at your personal qualities.

Check off the words that describe you:

- [ ] DEPENDABLE — I keep my promises.
- [ ] ADAPTABLE — I don’t freak out when things change.
- [ ] PREPARED — I show up ready as well as able.
- [ ] PROFESSIONAL — I look as well as act the part.
- [ ] SELF-DIRECTED — I get things done on my own.
- [ ] POSITIVE — I pitch in without complaining.
- [ ] CURIOUS — I like to learn more about whatever I’m doing.
- [ ] PROUD — I am courteous to others.
- [ ] AMBITIOUS — I work hard to reach my goals.

How many checks did you have?
What you do next depends upon where you are now. Depending on how you answered the questions on the first page, you’ll find some suggestions for what to do next.

1. Don’t Care
   - Wait until you do care.

2. Unsure
   - Go to the Career Center @ your school to research a career field you think would be interesting.
   - Go to college night, a career workshop or career fair.
   - Show your “Mind Map” to a school counselor or parent and ask for some help or direction.

3. Curious
   - Go to the Career Center and research careers and colleges.
   - Talk to a person doing a job you’d love.
   - Research all your options to get you where you want to go.

4. Confident
   - Conduct an informational interview of someone in the career you’ve chosen. Find out what their suggestions are for education and next steps.
   - Spend a day job shadowing.
   - Think about your “Plan B” in case your plans change.
for what's next...

For more information contact
ritajones@cccd.edu
Coast Community Colleges