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|  | Individual Career Academic Planning Document  Alva Career Center Activity for  **Adult Students** |

Part I

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| **Awareness and Exploration:**  **Awareness** – Who am I? Get to know your interests, skills and strengths. **Exploration** – Where do I want to go? Explore Career Pathways and Education Opportunities available. | | |
|  | Result(s) of Activity | Date completed |
| 1) Create an account with Oklahoma Career Guide. Adult students need to be sure to enter and select Northwest Technology Center Alva in the school option box. Suggested username format is first.last\_nwtc and the suggested password format is a six digit number representing your birth month, day, and year such as 050302. Note the username and password for this account in the Google sheet in the Shared Google folder created by your instructor. |  |  |
| 2) Complete the Kuder Career Interests Assessment. Identify your top 2 career pathways based on the results of this assessment. |  |  |
| 3) Select the “Related Occupations” tab of the Kuder Career Interests Assessment Results. Apply filter of your choice for Education Level. Identify 2-3 of the Occupations listed based on the filtered criteria. |  |  |
| 4) Select one of the occupations listed that you may be interested in. Instead of “Print the Occupation Details”, click the Print Occupation Details button but create a PDF file which you will save with the name of the occupation and upload to the Google folder shared by your Career Center instructor. What education and experience is needed for this occupation? What is the expected salary range for this occupation? |  |  |
| 5) Complete the Kuder Skills Confidence Assessment. |  |  |
| 6) Identify your top 2 career pathways based on the results of the Kuder Skills Confidence Assessment. |  |  |
| 7) Identify any common career pathways based on the Kuder Career Interests Assessment and the Kuder Skills Confidence Assessment |  |  |
| 8) Complete the Super’s Work Values Inventory Assessment. |  |  |
| 9) Identify the top 2 Work Values according to the ratings on the Super’s Work Values Inventory Results. |  |  |
| 10) Identify your top 2-3 occupations of interest based on the Super’s Work Values Inventory with your selected filter options |  |  |