

Name _____

Date _____

MCIS: Interest, Skills, Career Cluster and Work Values Inventories



Log onto the web and go to www.mtcis.intocareers.org to log into the Montana Career Information System. Select GENERAL USE TAB. If you don't have a MCIS account, you will need to create a new profile.

1. Once you are logged into to MCIS you need to create your portfolio. This will allow you to save everything that you do and research while in MCIS.
2. Take the O'Net Interest Profiler, once you have finished, choose...GET RESULTS and print for future use.
3. Once you are on the GET RESULTS page you will see six career interest groups.
4. Enter your scores from the O'Net Interest Inventory below.

Conventional	Realistic	Social	Artistic	Investigative	Enterprising

5. What were your top 3 areas of interest? _____, _____, _____
6. You can click on any of the six interest groups and the program will list careers that are related to each interest group. Looking at your top 3 areas of interest, what are some careers associated with each area that look intriguing to you?

Career Interest Group (Conventional, Social...) List of Careers that Interest You (teacher, etc...)

7. Next you will take the CAREER CLUSTER INVENTORY. The CAREER CLUSTER INVENTORY can help you narrow down your choices. You will rate 80 activities on how much you think you would enjoy doing them. Rate that item for how much you liked it. Post your results below.

<i>Top 5 Career Clusters</i>	
Career Cluster	Score

8. SKILLS helps you identify occupations that use the skills you have and like to use. It also helps you recognize skills that transfer between occupations. You can use SKILLS to select occupations to explore, identify ways to modify your career direction, or prepare for a job interview. It is a self-assessment tool and begins with a skills selection process. SKILLS rates the skills you select in several ways: it lists the top 30 occupations that best match your skills, it calculates a Holland Personality Type based on your skills, and it relates your skills to clusters of occupations. SKILLS also lets you compare your skills to the skills required by any occupation. Complete the SKILLS inventory in MCIS and post your results below.

Summary of SKILLS Inventory					
Holland Code Results:					
Top 5 Occupations:					
Top 5 Occupational Clusters:					

9. Now for your last inventory in MCIS. The WORK IMPORTANCE LOCATOR can help you learn more about your work values and help you decide what kinds of jobs and careers you might want to explore. The WORK IMPORTANCE LOCATOR is different from other surveys you may have taken in the past. Instead of questions, the WORK IMPORTANCE LOCATOR uses twenty (20) cards with statements about different aspects of work. You are to sort the cards into groups, based on how important the statement on each card is to you on your ideal job - the kind of job you would most like to have. There are five (5) levels of importance from “Most Important” to “Least Important.”

When you complete the WORK IMPORTANCE LOCATOR, you will get scores for six work values. These scores show how important each of the work values is to you. In addition to your scores, you will be directed to a list of occupations that are linked with your work values. This list can help you explore career options. The more a job agrees with your work values, the more likely you are to be satisfied in that job.

WORK IMPORTANCE LOCATOR RESULTS	
<i>CATEGORY</i>	<i>MY SCORE</i>
Support	
Recognition	
Working Conditions	
Independence	
Achievement	
Relationships	

10. What part of the information did you think was accurate?
11. What part of the information did you think was inaccurate?
12. Were you surprised by the information? Why or why not?
13. Were the careers/categories ones you had thought about before the activity?