Interest Inventory

The BIG Idea

- What ia a Career Interest Inventory and why is it important to learn about many different careers?

AGENDA

Approx. one 45-minute class session

Part 1:

I. Warm Up: What's an Interest

Inventory? (5 minutes)

II. Connect to IHaveAPlanIowa.gov

    (5 minutes)

III. Create a Portfolio (5 minutes)

IV. Interest Profiler (25 minutes)

V. Wrap Up (5 minutes)

MATERIALS

❑ **PORTFOLIO PAGES:**

- **Portfolio Page 4, Interest Profiler Results**

❑ **STUDENT HANDBOOK PAGES:**

- Student Handbook pages 11 and 12, IHaveAPlanIowa.gov Basic Directions

- Student Handbook page 13, WHAT IS IHaveAPlanIowa.gov?

❑ **FACILITATOR PAGES:**

- Facilitator Resource 1, DO NOW

- Facilitator Resource 2, Interest Profiler Responses

- Facilitator Resource 3, Interest Inventory Extension

OBJECTIVES

During this lesson, the student(s) will:

- Log on and save work on the IHaveAPlanIowa.gov website.
- Complete an inventory that matches his/her interests with potential careers.
- Understand the functions of interests inventories and portfolios.

OVERVIEW

In this lesson, students will explore possible careers, consider which careers might be a good fit for them, and ultimately investigate three careers of their choosing. This class, which will be held in the computer lab, introduces students to a website that will be integral to the unit, www. IHaveAPlanIowa.gov. They will choose Account IDs and passwords for the site and create their own portfolios to save their work and research. Then they will explore how the website can help them find careers that fit their own interests. They'll take a 180-question interest inventory to generate individual lists of possible career matches.

PREPARATION

❑ List the day's **BIG IDEA** and activities on the board.

❑ The following handouts need to be made into overhead transparencies or copied onto chart paper:
   • **Student Handbook pages 11 and 12, IHaveAPlanIowa.gov Basic Directions**
   • **Student Handbook page 13, What is IHaveAPlanIowa.gov?**
   • **Portfolio page 4, Interest Profiler Results**

❑ Make arrangements for the class to use the computer lab, and make sure the IHaveAPlanIowa. gov website is accessible from students' computers.

❑ To avoid transporting all of your student binders to the computer lab, have your students remove all of their Career Portfolio and Student Handbook pages from their binders and staple them together before beginning this unit. Use address label stickers and put the students' Account IDs and passwords on the front of each packet.

❑ Duplicate copies of **Facilitator Resource 3, Interest Inventory Extension** for students who finish early.

BACKGROUND INFORMATION

SITE LICENSE

Schools in Iowa have free access to www.IHaveAPlanIowa.gov, an online education and career planning system. This service allows students to create an online personal portfolio where they

can store assessment results, save careers and colleges of interest, build a resume, create a high school plan of study, and much more. Students and parents may also access the system from home computers using the student's Account ID and password.

EDUCATOR LOGIN: NEW ACCOUNT CREATION

With your IHaveAPlanIowa.gov educator login, you can view all student portfolio names and reset passwords, review portfolios, run a variety of reports, and more.

To access your Professional Center Account, complete the following steps:

Educator Login: Creating a Professional Center Account

1. Go to https://procenter.IHaveAPlanIowa.gov.
2. Select the **Create a Professional Center Account** link.
3. Determine whether or not you have already created an A&A account. Most individuals have not. If you have not, choose the **Continue** link.
4. Choose your role and select the **Go** button.
5. Click the **Find** button to choose your school.
6. The select school screen will appear. Choose your school and then select **Continue.**
7. Lastly, enter your school's **Professional Account Access Key (PAAK)** and click **Next.**
8. Enter the following information.
9. Create your account name. You may want to use the following format: first-name.lastname. **Notice that @iowaid is automatically added to the account name.** This will be your account id. For example, if your name is John Smith, you will enter john.smith and your account id will become: john.smith@iowaid **Note**: Your password must be at least eight characters and must include at least one number and at least one capital letter. For example: Tigers19.
10. Select **continue.**
11. Enter your account name and password. **At the end of your account name, be sure to enter @iowaid.** For example, if your account name was john.smith, enter john.smith@iowaid. Now enter your password. Do **not** check the, "Take me to my Account Options after I Sign In," box. Click the **Sign In** button.
12. On the next screen you will choose security questions that you will be prompted to answer in case you should forget your password.

13. You will now see your confirmation page. Notice that your account name includes @iowaid.

14. You are now signed into your professional account.

EDUCATOR LOGIN: RETURNING USERS

1. Go to https://procenter.IHaveAPlanIowa.gov.

2. Click **Sign in** in the lower left of the screen.

3. Enter the Account ID that you created in the text box labeled "Account ID".

4. Enter the password that you created in the textbox labeled "Password".

SYSTEM REQUIREMENTS

You'll want to coordinate with your school's Audio/Visual or Information Technology specialist to make sure you'll have access to IHaveAPlanIowa.gov. Specifications and settings can be found by logging on to the website (www.IHaveAPlanIowa.gov), and clicking on the Need Help? link located on the top right of the toolbar). The Technical Support section includes information on Browser Compatibility, Viewing Sound and Video Clips, and Browser and Network Settings. Media Player and Quick Time is required to view the sound and video clips available in the career profiles within IHaveAPlanIowa.gov. A link is provided to download each.

COMPUTER LAB ISSUES

Anticipating problems that might come up with computer usage will be helpful in figuring out possible solutions. Some issues to consider:

- Lack of access to a computer or mobile lab.
- Computers not charged in a mobile lab.
- Unpredictable Internet access.
- Student use of computers for purposes other than career research.

In the **Preparation** section you will find print modifications to address a lack of computer access. In addition, students unfamiliar with the computer lab will need instructions on its use.

STUDENT MISBEHAVIOR ON COMPUTERS

Establish clear expectations and consequences for misuse of the computers before students begin working on the computers. A common problem is students accessing other websites. Another issue is instant messaging between students. One possible behavior plan could be:

- The first time a student is seen on another website they are given a warning.
- The second time a student is seen on another website they are no longer permitted to work on the computer. Instead they will complete the work using a paper version. (This may require making copies of IHaveAPlanIowa.gov pages in advance.)

PREPARING STUDENTS FOR UNEXPECTED CAREER MATCHES

Students may be disappointed or surprised by the careers they are matched up with for the interest inventory. Explain in advance that this inventory should be seen as a guide. Interest Profiler results correspond to students' interests as reflected by their answers to specific questions; students may research a career that is not on their Interest Profiler results as long as it is listed on IHaveAPlanIowa.gov.

You should also explain that the goal of this unit is to learn about new careers, rather than summarize what's already known. Students should be encouraged to research careers out of their comfort zone.

VOCABULARY

Portfolio: a place to save research, collect information, and record accomplishments.

Interest Inventory: a tool for helping you figure out what you're interested in; it often consists of a series of questions or choices.

IMPLEMENTATION OPTIONS

DO NOW:

(You may choose to present the Warm Up activity as a written Do Now. Present the questions on the board or overhead, and have students write only their answers on index cards. You could also choose to give the students a handout by copying **Facilitator Resource 1, DO NOW.)**

Questions:

1. List five activities or things that you are very interested in.
2. List three careers that you are interested in learning about.

3. Do you think your interests are related to the careers you want to learn about? Explain.

[After they have completed their work call on students to read their answers. Then begin with the **Warm Up** as written.]

NOTE: *The Do Now is entirely optional and should be chosen based on the needs of your class. If you think your students will struggle to finish all of the written material, you may want to present the Warm Up as written.*

You may wish to have your students use their school ID instead of their birthday for their passwords to their IHaveAPlanIowa.gov Portfolio.

To assist in modeling written directions, use an LCD projector to explain the instructions for IHaveAPlanIowa.gov.

You might want to seat poor readers (or students who have difficulty following directions) at computers next to stronger readers and have these pairs move through the questions in tandem, reading each question aloud before proceeding.

Have students who are experienced Internet users show less experienced students how to navigate through the site using the browser arrows and buttons within the website.

If your students finish their interest inventory early, you may want to complete the following options:

- Have students identify the BEST match and WORST match from their list on **Facilitator Resource 3, Interest Inventory Extension**. Then have them list careers that seem to be similar. One possible example is pediatrician, family practitioner, oncologist, and physical therapist. All of these careers are related to the medical field.
- You may wish to have them try the Basic Skills Survey. This can be found by clicking on the **Career Planning** tab at the top of the screen and then clicking on the **Learn About Yourself** section.

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ACTIVITY STEPS ···

I. WARM UP: What's an Interest Inventory? (5 minutes)

1. **SAY SOMETHING LIKE**: Welcome, everyone! I'd like everyone to close your eyes for a moment. Imagine it's 20 years from today, and you're at your job. Where are you working? What are you doing? What path did you take to get there?

   Now, open your eyes. Maybe you had a vague picture of where you'd like to be working, but only a hazy idea of what that job is about. Or maybe you had no idea what kind of job you'd like to be doing. No matter what your picture was like, this is a great time to start thinking about all the different, exciting careers that are possible. After all, you should be thinking about careers now, so you're ready for college or whatever job training you'll do after you graduate from high school. If finding careers that are right for you seems like a daunting task, don't worry – we're all going to do this together, step by step.

   Over the next few weeks, we're going to be exploring many different careers you might consider after high school. We'll discover what it's really like to have these jobs, what education you need to get these jobs, and – most importantly – which jobs are a good fit for you. You will ultimately choose three careers to explore further, and you'll also be learning about some of the careers your classmates chose.

2. Tape the words pages with the words "Like", "Not Sure", and "Dislike" (**Facilitator Resource 2, Interest Profiler Responses**) along one wall of the classroom. Preview the day's activities, telling students that they will be granted access to a website where they'll explore careers on their own. To help them get ready, you have a two-question quiz for them – one that's exactly the same as the activity they'll try online. There are no right or wrong answers. It's their opinions that count. You are going to describe a job-related activity. They are going to identify the word or phrase that best describes how much they would like (or wouldn't like) that activity. (Indicate pages arranged across the front of the room.)

3. **SAY SOMETHING LIKE**: For example, if I said "build kitchen cabinets," who would say "Like"? Who would say "Dislike"? Who would choose "Not Sure"?

4. **SAY SOMETHING LIKE**: Here's the first statement. Listen first, and then write down the word from the sign that you agree with. I might call on some of you to explain your feelings about this activity.

"Guard money in an armored car."

Raise your hands if you wrote "Like"…"Not Sure"…."Dislike"?

[Ask a student or two to explain their feelings about guarding money in an armored car.]

Ready for Statement #2? "Study space travel."

Raise your hands if you wrote "Like"…"Not Sure"…."Dislike"?

[Comment on the number of people who would like to study space travel, or would dislike it.]

5. **SAY SOMETHING LIKE**: These questions are part of a larger **interest inventory**, a tool that many job-seekers use to find careers that involve things they like and are good at. Through a series of questions, an interest inventory helps you identify your interests — then suggests a number of careers that match those interests. The goal is finding work you'll enjoy and be good at.

   In class today, you will each have the chance to take an interest inventory online on a website called www.IHaveAPlanIowa.gov. After answering a series of questions the website's "Interest Profiler" will generate a list of careers that match your interests. Don't worry if you get a few matches that are surprising — this is a list of suggestions based only on your answers to these questions.

6. **SAY SOMETHING LIKE**: We'll be visiting this website throughout the year, so each of you will create your own Account ID, password, and portfolio where you can save your work. It will also be possible for you to visit this website from a home or library computer, using your Account ID and password.

II. Connect to IHaveAPlanIowa.gov (5 minutes)

1. [Guide the students through the following sequence to log on to IHaveAPlanIowa.gov. Instruct students to turn to **Student Handbook pages 11 and 12, IHaveAPlanIowa. gov Basic Directions.** Display these directions on an overhead projector or chart paper.]
   • Turn on the computer.
   • Click on the icon that connects to the Internet (Internet Explorer, Mozilla, Firefox, etc).

- Type the web address into the dialog box (www.IHaveAPlanIowa.gov).

III. Create a Portfolio (5 minutes)

1. **SAY SOMETHING LIKE:** In order to save your work on IHaveAPlanIowa.gov you'll need to create a portfolio, or a special online folder. Let's do this now.

- Go to **http://www.ihaveaplaniowa.gov**.
- Select the **Create an Account** link.
- Determine whether or not you have already created an A&A account. Most individuals have not. If you do not, choose the **Continue** link.
- Choose your role and select the **Go** button.
- Enter your date of birth and then click the **Find** button to choose your school.
- The select school screen will appear. Choose your school and then select **Continue**.
- Enter the following information.
  Note: An e-mail address is required; however, if you do not have an e-mail address, you may check the box that allows the system to create one for you.
  Hint: An external e-mail address allows you to retrieve your account information if you forget.
- Create your account name. You may want to use the following format: firstname.last-name. Notice that @iowaid is automatically added to the account name. This will be your account id. For example, if your name is John Smith, you will enter john.smith and your account id will become: john.smith@iowaid
  Note: Your password must be at least eight characters and must include at least one number and at least one capital letter. For example: Tigers19.
- If you used Choices in the past and have a Choice Portfolio, you may import your portfolio into your new IHaveAPlanIowa account. You will select the option to import and enter your Choices Portfolio name and Password. (You may also import your Choices information later from Your Portfolio.) Read the privacy policy and terms of use and click **Submit**.
- Select **Continue**.
- Enter your account name and password. At the end of your account name, be sure to enter @iowaid. For example, if your account name was john.smith, enter john.smith@iowaid. Now enter your password. Do not check the, "Take me to my Account Options after I Sign In," box. Click the **Sign In** button.
- On the next screen you will choose security questions that you will be prompted to answer in case you should forget your password.
  Hint: Remember the answers to your questions. If you forget your password, you can answer these questions to reset your password and access your account.
- You will now see your confirmation page. Notice that your account name includes

@iowaid. Click **Continue** to sign into your account.

- NOTE: It's important to know who can see the information you place on the Internet. I will be able to check the work of my students in all classes. This helps me figure out what careers you're most interested in.

IV. Interest Profiler (25 minutes)

1. [Instruct students to turn to **Student Handbook pages 11 and 12, IHaveAPlanIowa. gov Basic Directions**].

   SAY SOMETHING LIKE:

   - Now, click on the **Career Planning Tab** at the top of the page.
   - Click on the section titled **Learn About Yourself.**
   - Click on the **Interest Profiler Assessmen**t and then click **Get Started.**
   - Read each of the 180 questions to yourself and consider whether you would enjoy this activity. Answer Like, Not Sure, or Dislike.
   - The Interest Profiler will select Your Top Interest Areas based on the interests you've described.

2. **SAY SOMETHING LIKE**: Let's try the first one together . . .

   [Have someone read the first sentence. Then instruct the students to click the box which best expresses their feelings.]

3. [Remind students that there are no right or wrong answers. Answers that show their true feelings will connect them to jobs that are the closest match for the things they like. See **Background Information** to prepare students for unexpected career matches.]

4. **SAY SOMETHING LIKE**: After you finish the Interest Profiler activity and you read your list of careers, the results will be saved in your online portfolio so you can check it again whenever you want. [Ask for final questions and turn students loose to work on their own.]

5. [About 15 minutes before the end of the class period, give the students a 5-minute warning and let them know that they should be nearing the end of the question-and-answering phase of Interest Profiler. Invite students who have finished the interest inventory to explore the resulting list of career matches.

   Students should print out the results where that option exists and put it in their portfolios. They should also list their favorite six careers from their results on **Portfolio page 4,**

Interest Profiler Results. Then have them list six other careers, including any others from their results, or additional careers they'd like to investigate. Explain that in the coming weeks, they should check the box next to each career they investigate.]

6. [10 minutes before the end of class, ask students to note any patterns or common threads in the jobs they were matched with, which ones seemed accurate, and which careers surprised them.]

V. WRAP UP (5 minutes)

1. [Briefly preview the activity for the coming week.]

This week, you created a list of careers that matched your interests. Next week, we'll talk about another way to think about groups of careers that match things you enjoy doing. You'll select three careers to research through this unit. And for the next three weeks, you'll use the IHaveAPlanIowa.gov website to find out more about the day-to-day tasks and education about the job.

Between now and then, you can visit the IHaveAPlanIowa.gov website from any computer. All you need is your Account ID and password, which you've written down on **Student Handbook page 13, What is IHaveAPlanIowa.gov?**

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DO NOW
Careers 1: Interest Inventory

Directions: You will have three minutes to read the questions and write your answers.

Questions:

1. List five activities or things you are interested in doing.

_____

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_____

2. List three careers that you are interested in learning about.

_____

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3. Do you think your interests are related to the careers you want to learn about? Explain.

_____

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_____

LIKE

NOT SURE

DISLIKE

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Interest Inventory Extension

Directions: If you finish your Interest Inventory early, complete the following Extension activity.

- Identify your BEST and WORST match from your list.

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_____

_____

- Explain why you think your BEST match fits your skills and interests.

_____

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- List careers that seem to be similar and then explain how you think they are all related. (Example: Pediatrician, family practitioner, physical therapist, and nurse are all careers related to the medical field.)

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IHaveAPlanIowa.gov Basic Directions

I. **Connecting to IHaveAPlanIowa.gov**
    - Turn on the computer.
    - Click on the icon that connects to the Internet (Internet Explorer, Mozilla, Firefox, etc).
    - Type the web address into the dialog box (**www.IHaveAPlanIowa.gov**).
    - Enter your Account ID and Password.

II. **Creating an Account (First Time Users)**
    - Go to http://www.ihaveaplaniowa.gov.
    - Select the Create an Account link.
    - Determine whether or not you have already created an A&A account. Most individuals have not. If you do not, choose the Continue link.
    - Choose your role and select the Go button.
    - Enter your date of birth and then click the Find button to choose your school.
    - The select school screen will appear. Choose your school and then select Continue.
    - Enter the following information.
      Note: An e-mail address is required; however, if you do not have an e-mail address, you may check the box that allows the system to create one for you.
      Hint: An external e-mail address allows you to retrieve your account information if you forget.
    - Create your account name. You may want to use the following format: firstname.lastname. Notice that @iowaid is automatically added to the account name. This will be your account id. For example, if your name is John Smith, you will enter john.smith and your account id will become: john.smith@iowaid
      Note: Your password must be at least eight characters and must include at least one number and at least one capital letter. For example: Tigers19.
    - If you used Choices in the past and have a Choice Portfolio, you may import your portfolio into your new IHaveAPlanIowa account. You will select the option to import and enter your Choices Portfolio name and Password. (You may also import your Choices information later from Your Portfolio.) Read the privacy policy and terms of use and click Submit.
    - Select Continue.
    - Enter your account name and password. At the end of your account name, be sure to enter @iowaid. For example, if your account name was john.smith, enter john.smith@iowaid. Now enter your password. Do not check the, "Take me to my Account Options after I Sign In," box. Click the Sign In button.
    - On the next screen you will choose security questions that you will be prompted to answer in case you should forget your password.
      Hint: Remember the answers to your questions. If you forget your password, you can answer these questions to reset your password and access your account.
    - You will now see your confirmation page. Notice that your account name includes @iowaid. Click Continue to sign into your account.

- NOTE: It's important to know who can see the information you place on the Internet. I will be able to check the work of my students in all classes. This helps me figure out what careers you're most interested in.

III. Interest Profiler

- Now, click on the **Career Planning Tab** at the top of the page.
- Click on the section titled **Learn About Yourself.**
- Click on the **Interest Profiler Assessment** and then click **Get Started.**
- Read each of the 180 questions to yourself and consider whether you would enjoy this activity. Answer Like, Not Sure, or Dislike.
- The Interest Profiler will select Your Top Interest Areas based on the interests you've described. You must select two to get a list of careers.
- Click the **View Careers** button to see the careers that match up with your interest areas.
- Using your results from Interest Profiler, complete **Portfolio page 1, Interest Profiler and Basic Skills Survey Results.**

What is IHaveAPlanIowa.gov?

IHaveAPlanIowa.gov is a web-based career exploration and planning tool that you will use to explore career and college options and to create a comprehensive career portfolio.

Features of the program include:

- **Interest and Skills Assessments** – Learn about your interests, values, skills and abilities.

- **Detailed Career Profiles** – direct links between careers and high school subjects, as well as links between careers and college programs.

- **Interviews** – interviews with real people in each occupation add depth and realism to career profiles.

- **College and Financial Aid Information** – updated yearly from the Wintergreen Orchard House database, with different search tools to help you find the right college and scholarships that fit your qualifications.

- **Electronic Career Portfolio** – available online, so family members and teachers can see how you are putting together your educational plans.

- **Resume Builder** – combines with the portfolio to help you create and print professional resumes quickly and easily.

To find out more about the program, we encourage
you to sign in using your access information:

Sign in at: **www.IHaveAPlanIowa.gov**

Enter your Account ID (example: FirstName.LastName@iowaid)**:** _____

Enter your **password** for your portfolio: _____

Interest Profiler Results

There are so many careers to choose from. Keep a list of the ones that interest you.

Student Name: _____

Date Interest Profiler Taken: _____

Take the IHaveAPlanIowa.gov Interest Profiler. Then write six of the suggested careers below. Choose the careers that interest you most. In the weeks to come, check off each career you investigate.

❑ 1._____

❑ 2._____

❑ 3._____

❑ 4._____

❑ 5._____

❑ 6._____

Look through the Interest Profiler List again. Write down any additional careers that you'd like to explore, as well as other careers you'd like to investigate that may not have appeared on your Interest Profiler list.

❑ 1._____

❑ 2._____

❑ 3._____

❑ 4._____

❑ 5._____

❑ 6._____