

**FOCUS** is a self-paced, online career and education planning tool for use by college students. It will enable you to self-assess your career relevant personal qualities and explore career fields and major areas of study that are most compatible with your assessment results. Students who use FOCUS make better decisions about their goals and plans and learn how to self-manage their careers.

**Why use FOCUS? Career planning with FOCUS leads to the following advantages for students:**

***While in college:***

- More goal focused and motivated
- Higher academic achievement
- Fewer transfers and switching of majors
- Graduate on time

***After Graduation:***

- Better entry job with higher income
- More satisfied, more productive in their career
- Less career change, faster advancement

## ***How to Get Started With the FOCUS System***

**You can use FOCUS during several stages of your college years. Use FOCUS to help you:**

### **Choose Your Major Area of Study**

The FOCUS system enables you to identify occupations that best match your personal attributes and the major / education requirements for those occupations. You should review the occupations that most appeal to you as potential career goals paying particular attention to the education programs, degrees required, courses, skills, requirements and certification needed to prepare you to work in those occupations. This information will help you choose the major area of study that best supports your career goals.

**To help you decide about your major area of study, it is recommended that you first complete the following two assessments listed in the FOCUS Main Menu:**

#### ***Work Interests Assessment***

You answer questions to describe your work interests. FOCUS identifies occupations that match your interests profile and helps you analyze and compare the critical features and major areas of study required for those occupations.

#### ***Personality Assessment***

In this assessment you will answer questions that provide a picture of your personality type. FOCUS identifies occupations that best match your Personality and helps you analyze and compare the critical features and major areas of study required for those occupations.

**To further help you select a major:** While exploring an occupation that appeals to you, be sure to select “**Areas of Study**” on the occupation screen to learn what majors and education plans are typically pursued by people working in this occupation.

**To help you narrow down your options** select **Combine the Results of Multiple Assessments:** This allows you to combine the results from the assessments you have completed to help you narrow down your occupation results.

**To further explore a major offered at your school,** select **“What can I do with a major in...?”** on the main

*Here is a list of the Assessments and other services on the FOCUS Main Menu that you should use to help you make decisions about your career goals and major area of study.*