CAREER RESOURCES AT VALLE VERDE LIBRARY

REFERENCE COLLECTION
(lower level next to Reference Desk)

CAREER SPECIAL COLLECTION-ROW 14

OCCUPATIONAL OUTLOOK HANDBOOK—use index to locate career choice

Gives basic information about the history of the career, nature of the work, education and job experience required, future outlook, salaries, and list of professional associations

ENCYCLOPEDIA OF CAREERS AND VOCATIONAL GUIDANCE

EDUCATION—L SECTION

THE COLLEGE BLUE BOOK—REF LA226.C685

Start with “Degrees Offered by College and Subject” volume to look up your major and locate list of colleges/universities that offer that major

View the “Narrative Descriptions” volume next to read brief descriptions of each college/university; Includes statistics on student body, special services, entrance requirements, costs, college environment and community environment

CIRCULATING COLLECTION
(online catalog downstairs, circulating books upstairs)

SUBJECT SEARCH—EXAMPLES:

Accountant vocational guidance

Teaching vocational guidance

KEYWORD SEARCH—Use AND to combine words

Biology* AND career*
ONLINE DATABASES

(CLICK ON OFF CAMPUS ACCESS WHEN USING FROM HOME)

DATABASE COLLECTIONS INCLUDE ARTICLES FROM MAGAZINES, JOURNALS AND NEWSPAPERS

Click on Online Databases off our library webpage

Choose Career and Testing topic link

Click on Vocational and Career Collection link

Type in your profession/career—Example: social workers AND careers or training

Try some of the other databases as well

CAREER AND TESTING

(Explore careers, create resume, practice job skills, take occupational practice tests...)

JOB AND CAREER ACCELERATOR—career exploration, resumes, cover letters, interview tutorials, job applications, computer programs and online job searches.

LEARNING EXPRESS LIBRARY—online tutorials, exercises, practice tests, books, workplace skills tutorials...

TEXAS GENUINE.ORG—career and technical education; career programs information and Career assessment test

OPEN WEB

(HELPFUL INTERNET WEBSITES-CAREER AND EMPLOYMENT ON OUR LIBRARY WEBPAGE)

OCCUPATIONAL OUTLOOK HANDBOOK http://www.bls.gov/ooh/

O*NET http://www.onetonline.org/

Great information about skills, abilities, knowledge, work activities and occupational interests

CareerOneStop http://www.careeronestop.org/

State and national occupational trends