Ace That Test, Choose Your Career and Find Your Dream Job - All Online

The Library's Online Database Page for Career & Testing now offers you two resources unlike any others at the library.

Job and Career Accelerator

- Explore over 1,000 detailed occupation profiles and create a personalized “Occupation Matcher.”
- Create a personal profile and Occupation Card to search over 5 million up-to-date online U.S. job postings in the occupations and geographical areas of your choice.
- Create personalized resumes and cover letters using the builder wizards.
- Save your job searches, cover letters and resumes.
- Prepare for interviewing and filling out job applications with interactive self-paced tutorials.
- Take self-paced practice tests and online skills tutorials related to your occupational choice.
- Learn or improve your computer skills. Self-paced interactive tutorials are flexible and easy-to-use. In addition to basic computer skills, tutorials on the most common workplace software include: Adobe (Flash, Illustrator, and Photoshop), Corel WordPerfect, Microsoft (Access, Excel, Outlook, PowerPoint, Project, Publisher, SharePoint, Visio and Word) and Windows and Mac operating systems.

Learning Express Library

- Access elementary through college level online courses, scored practice tests, exercises and ebooks to improve skills in speaking, math, reading, science, and the social sciences.
- Prepare to take the G.E.D.
- Improve test-taking skills with tutorials that will help you ace any test.
- Take college placement exam tutorials and read exam test books to help you get into the college of your choice.
- Take occupation practice tests and read test prep ebooks for: air traffic controller, civil service, commercial driver's license, cosmetology, culinary arts, electrical, emergency medical services, firefighter, green careers, law enforcement, legal, military, nursing and allied health, plumbing, real estate, and teaching.
- Practice workplace skills with tutorials and ebooks in business writing, job searching, resumes, interviewing, WorkKeys (jobs skills assessment tests used by many U.S. businesses) and the TOEIC (Test of English for International communication).
- Learn computer software with interactive self-paced software tutorials, practice tests and ebooks for: Adobe (Dreamweaver, Flash, Illustrator, and Photoshop), Corel WordPerfect, Microsoft (Access, Excel, Outlook, PowerPoint, Project, Publisher, SharePoint, Visio, and Word) and Windows and Mac Operating systems.

Recursos para Hispanohablantes: Desde mejorar su lectura, escritura y habilidades matemáticas hasta la preparación del examen GED, los recursos que encontrará aquí lo ayudarán a lograr sus metas.

Anyone can use these databases on campus or off campus. Follow three simple steps.

1. The first time you use these databases you must click on “Register.”
2. Type in a user name (your choice) and a password (your choice) and your email address (can be your school or your personal email). It’s probably a good idea to write the user name and password down so you won’t forget them.
3. Once you have completed this short registration process, you will use the user name and password to get into the databases either on campus or from home.