

Undecided and Ready to Explore

Congratulations on making it this far! You've made a great choice in selecting HACC to get started on your academic journey. We are here to provide guidance and support along the way. However, it is going to take some time and effort on your part to ultimately select the educational pathway that is best for the career goals you establish. Below is a list of ideas on how to get started in the process.



Pick and choose which activities would be most helpful to you on your journey.

☐ Consult with your Academic Advisor

- ✓ Make time to meet with your academic advisor and let them know you are motivated and ready to begin the career exploration and decision-making process. Your advisor may be trained to assist you directly or they may make referrals to services on your campus that can help.
- ✓ Get help from your advisor to identify introductory courses you might take to explore a particular major. For example, a student interested in business might take Economics 201 which also counts as a Core B elective.
- ✓ Your advisor can help you decide whether taking *FS 101: Career Development and Decision Making* is right for you. This semester long course was designed for the undecided and exploratory student. [Search the class schedule](#) to see the course description and pre-requisites.

☐ Visit Career Services

- ✓ Get help exploring the wealth of information about careers that is available at the click of the mouse. The government has created the following websites to obtain career information:
 - Occupational Outlook Handbook: www.bls.gov/oco
 - O*Net: www.onetonline.org
- ✓ Get to know yourself better. Discuss whether taking career assessments to clarify your personality, interests, and work related values is right for you.

☐ Do Some Research at the Library

- ✓ Visit the Library and seek help to locate materials related to your career exploration, for example:
 - Books related to career fields you would like to explore. Criminal justice majors may be interested in: *Opportunities in law enforcement and criminal justice careers* (Stinchcomb, 2003).
 - Resources that teach how to set goals and/or make decisions. Your advisor or a counselor could help with this too. For example, *Bound-for-career guidebook: A student guide to career exploration, decision making, and the job search* (Burnnett, 2010).
 - Research being conducted by professionals and researchers in a field you would like to explore. HVAC students might be interested in this journal article: *Passive solar architecture: Heating, cooling, ventilation, daylighting and more using natural flows* (Sickels, 2012).
- ✓ Use the Library's online [Career LibGuide](#) that was developed specifically for exploratory students.

☐ Get Inside Information

- ✓ Consider conducting an “informational” interview by interviewing a professional in a career field. Make sure to pick someone who has worked in the field for at least two years, does work typical of that career, and is satisfied with their current position.
- ✓ Get a firsthand glimpse at what the career is like by shadowing. Coordinate time to follow a professional around for a day while they attend to typical daily tasks.
- ✓ Talk to Career Services if you need coaching as to how to contact a professional in the field to interview or shadow. They can also be of help to you by providing guidance in developing a list of questions for the interview.
- ✓ Review information directed to students on professional association websites. You can identify professional associations by searching for a career on www.bls.gov/oco and looking at the “more information” tab for that career. Here’s are a few examples of the wealth of information these professional associations provide for prospective professionals:

[The American Occupational Therapy Association](#)

[American Institute of CPAs](#)

[American Academy of Forensic Sciences](#)

[National Association of Social Workers](#)

☐ Obtain Related Experience

- ✓ Talk to your academic advisor or visit Career Services to determine whether internships are available in your area of study. An internship provides you with the opportunity to gain related experience while you are still a student. Sometimes pay or academic credit is available.
- ✓ Consider doing volunteer or part-time work with a company or agency you would like to explore. Want to be an accountant? Consider receptionist work for an accountant during tax season.
- ✓ Consider whether your current employment might be replaced with a position that helps you to gain related experience. Career Services can help you get ready for a job search by providing advice on resume and cover letter development, as well as coaching in interview skills.

☐ Talk to a Counselor

- ✓ Meet with a counselor to discuss the challenges that are preventing you from moving forward in the career decision making process. Some students struggle, in general, with decision making, while others feel pressure from family to train for a career that doesn’t seem right for them. Talking with a counselor might be right for you if you feel stress and anxiety as a result of being undecided.