# Basic Assessments

Checklists are an easy way to identify interests and values.

## Interest Assessment

Identifying interests can help develop ideas for possible career paths. Take a moment to review the following areas of interest and check those that you would invest money and time to learn more about, then answer the questions below

- ❑ Acting
- ❑ Animals (Pets/Wildlife)
- ❑ Art
- ❑ Astronomy
- ❑ Bird Watching
- ❑ Building things
- ❑ Camping
- ❑ Classical music
- ❑ Collecting things
- ❑ Comedy
- ❑ Computers
- ❑ Cooking
- ❑ Dancing
- ❑ Drawing
- ❑ Fashion

- ❑ Fitness/Exercise
- ❑ Fixing things
- ❑ Foreign languages
- ❑ Gardening/Yard work
- ❑ Helping children
- ❑ History/Family history
- ❑ Mechanics
- ❑ Meeting new people
- ❑ Money
- ❑ Nature
- ❑ Organizing things
- ❑ Outdoors
- ❑ Photography
- ❑ Playing games
- ❑ Politics

- ❑ Psychology
- ❑ Public Speaking
- ❑ Reading
- ❑ Science
- ❑ Shopping
- ❑ Spirituality
- ❑ Sports
- ❑ Traveling
- ❑ Video Games
- ❑ Web Surfing/Chat
- ❑ Working with elderly
- ❑ Working with numbers
- ❑ Working with tools
- ❑ Writing stories

- ▪ *Can you identify any trends or patterns?*
- ▪ *Do you have interests not listed here?*
- ▪ *What are your top three interests?*
- ▪ *Can these interests be incorporated into a career or become a career for you?*

## Value Assessment

Values are the beliefs most important to you. By examining your work-related values you can make career decisions that are right for you. Below mark the beliefs that are important to you & then answer the following questions.

| A career or the work I do should… | Important! | Sort of important. | Not important at all! |
|---|---|---|---|
| Help improve the world. | | | |
| Help people. | | | |
| Include a lot of interaction with people | | | |
| Require me to be a member of a team | | | |
| Require me to be a member of professional organizations | | | |
| Allow me to make decisions | | | |
| Allow me to work alone | | | |
| Give me power and authority | | | |
| Be fast paced and exciting | | | |
| Help change attitudes and opinions of others | | | |
| Allow me to pursue knowledge | | | |
| Let me express my creativity | | | |
| Require me to be an expert | | | |
| Be in a beautiful setting | | | |
| Have lots of change and variety | | | |
| Have job security | | | |
| Pay well | | | |
| Allow me to be recognized for my achievements | | | |
| Let me take risks | | | |
| Be in a good location (where I want to live) | | | |
| Only require me to work weekdays | | | |

- ▪ *Are there other beliefs about work that you have that are important to you?*
- ▪ *Can you list your top five work values?*
- ▪ *Can you think of careers that might match your values?*

## Skills

A skill is developed through training, practice or experience. Everyone has skills. It is important when you consider different careers that you can identify the skills you have and perhaps the skills you need. Below is a worksheet to help you identify three types of skills.

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**Transferable skills** are skills that transfer from one setting to another. For instance, if you developed public speaking skills as a campus tour guide, those skills will transfer to a Health Education setting where you present workshops. Review the skills listed below, check the skills you have developed, then give examples of how you practiced these skills (what setting you were in and what you did).

- ❑ Communication skills _____
- ❑ Interpersonal skills (relate well to others) _____
- ❑ Organizational skills (detail oriented) _____
- ❑ Analytical skills _____
- ❑ Teamwork skills (work well with others) _____
- ❑ Computer skills _____
- ❑ Management skills _____
- ❑ Research skills _____
- ❑ Teaching skills _____
- ❑ Creative skills _____
- ❑ Leadership skills _____

**Content skills** are skills that are specific to a job or occupation. For instance, an Aviation major (professional pilot) develops specific technical skills that are relevant to his/her field of study. Or students may develop specific computer skills, such as PowerPoint or know how to utilize DUATS – Direct User Access Terminal System. Other common specific skills are CPR and First Aid training.

Can you list specific technical or content skills you have developed?

_____

_____

_____

_____

_____

**Self-management skills** are sometimes called personality traits. These skills help you adapt and survive in different settings. Below are just a few examples, check the ones that describe you.

| | | |
|---|---|---|
| ❑ Adaptable | ❑ Faithful | ❑ Original |
| ❑ Adjustable | ❑ Flexible | ❑ Passionate |
| ❑ Capable | ❑ Happy | ❑ Professional |
| ❑ Cheerful | ❑ Honest | ❑ Resourceful |
| ❑ Clever | ❑ Imaginative | ❑ Straightforward |
| ❑ Creative | ❑ Impartial | ❑ Strong-willed |
| ❑ Dependable | ❑ Inventive | ❑ Stubborn |
| ❑ Efficient | ❑ Motivated | ❑ Subjective |
| ❑ Enthusiastic | ❑ Objective | ❑ Truthful |
| ❑ Fair | ❑ Open-Minded | |

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- ▪ *Are there any skills you have that aren't listed?*
- ▪ *What are your favorite skills?*
- ▪ *Do you see a pattern?*