INSTRUCTIONS FOR STUDENTS USING THE SELF-DIRECTED SEARCH

From the Career Services Web Page (www.scranton.edu/careers) select “Career Planning” on the left hand side as indicated by the arrow below.

Scroll down to “Career Tests” and select “Self Directed Search” as indicated below.

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1. How Assessment Can Help You Choose A Major or Career: An article about assessment tools, it explains the different types and how they can help you.

   2. **Self Directed Search**: by taking the 20 minute inventory and discussing the results with a career counselor in the Office of Career Services you can explore occupations that match your interests and abilities. Just call 941-7640 to set up an appointment to take the test in our office as part of the services we provide to students. If you are interested in taking the on-line version, please be aware that PAR, Inc. does not charge for you to take the test but there is a fee to receive your results.

   3. If you wish to receive your results free of charge, call Career Services at 941-7640 before taking the test to receive your User ID and password.

   4. **Strong Interest Inventory**: by taking this 30 minute inventory and discussing the computerized results with a counselor in the Office of Career Services you can identify occupations recommended for you to explore further. Click Here (You must call 941-7640 for the login and password).

   5. **SIGI**: by working on this computerized interest inventory you can clarify your work-related values, search and create a list of occupations based on your interests, values, and work skills, or major field of study, and obtain up to date information and printouts on hundreds of occupations. Click here to log in using your Username and password.

   6. Helpful Resources to use with SIGI: The User’s Guide and After SIGI A guide to further resources

   7. **Career Development eManual**: Created by the University of Waterloo’s Career Service Office this includes Self Assessment, Occupational Research, Decision Making, Networks & Contacts, Work, Career and Life Work Planning

   8. **Career Key**: a test that asks questions about your abilities, values, and self beliefs. The result is a list of occupations that match your responses with links directly to the Occupational Outlook Handbook of each occupation.
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Select “Take the SDS” at the top or center of the screen as indicated by the arrows.

Select “Next” at the bottom of the Self Directed Search Welcome page.
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You will then fill out a number of surveys

- Occupation Daydreams
- Activities
- Competencies
- Occupations
- Self Estimates 1&2

After you have completed all the surveys, the “Demographic Information” page will appear. Select “Next”
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On the “Demographic Data” page enter your first name, last name, and email address. Then under “Payment Options” select “Group Account” and enter the group account number and password you received from your counselor.

You will then receive The Self Directed Search Interpretative Report with your Summary Code. We strongly suggest that you come in to review your results with a career counselor. Contact Betty Rozelle, Assistant Director of Career Services, at 941-5988 or Elizabeth.Rozelle@scranton.edu