TypeFocus Tip Sheet

**Self-Assessments**
TypeFocus can be a valuable tool for career planning. There are 3 assessments that you can take to help you understand your personality, interests, and values. You can then use these results to generate a list of careers that best fit one or all three of these areas.

**Explore Occupations**
Provides you with the opportunity to explore careers by:
- Occupation name
- Career cluster
- Green jobs
- Bright outlook
- Skills
- Major
- Comparison of 2 careers

**Set Goals**

**My Focus and Passion**
Space to write about: your area of interest; your passionate focus; and how your passion affects your educational goals.

**My Education Plan**
You can record information about: how your career relates well to your values and interests; are jobs available; type of training/education needed; where you will take this training; how much it will cost; are bursaries/scholarships/loans available; when you will start this training/education; what might prevent you from accomplishing your goal; how you plan to overcome this obstacle; and what courses are available that will be helpful.

**Job Search Tools**
Resources to help you with: personal branding, interviews, networking, resumes, and finding jobs.

**Success at Work**
Employers want to hire people that can work well with each other. There is some great information available about reducing conflict, increasing teamwork, and lifelong learning.