CAREERS resources in the Library and on the Web

BOOKS >>>>>>>>>>>>>>>>>>>>>>

REFERENCE (cannot be checked out)

American Salaries and Wages Survey REF HD 4975.A447
Career Information Center REF HF5382.5 U5 C32
Job profiles include listings categorized by level of specialized training required.
College Majors Handbook with Real Career Paths and Payoffs
REF HF5382.5.U5 F644
Encyclopedia of Careers and Vocational Guidance REF HF5381.E52
Career field profiles, as well as career guidance (preparation, finding, applying for a job).
Guide for Occupational Exploration REF HF5382.5 U5 G83
Helps you pinpoint jobs that match your interests.
Occupational Outlook Handbook REF HD8051.A62
Job trends and projections, skills and qualifications needed.
The O*NET Dictionary of Occupational Titles REF HB2595.016
Descriptions for more than 1,100 jobs (education/training, earnings, growth, etc.).
Professional Careers Sourcebook REF HF5382.5.U5 P76
Where to find help planning careers that require college or technical degrees.
Rocky Mountain High Technology Directory REF HC110.T4 R6
Brief profiles of companies in Colorado and six other states. Listings are alphabetical, as well as by NAICS industry codes and by type of products.

CIRCULATING (can be checked out)

What Color is Your Parachute? by Richard Nelson Bolles HF5383.B56
This is the classic yearly book that everyone looking for a career or a job should read.
Kiplinger's Survive and Profit from a Mid-career Change by Daniel Moreau
HF5384.M668
The Insider's Guide to the Top 20 Careers in Business and Management
by Tom Fischgrund HF5381.I55
Type Talk at Work by Otto Kroeger et al. BF698.9.O3 K68 2002

For more books, including ones you can check out, use the ACC Library online catalog on the Library homepage at www.arapahoe.edu/lrc
>>Many career books are located in HF 5381 through HF 5384. Self-employment: HD
>>To find books in other libraries, use the Colorado Virtual Library: www.aclin.org or Prospector: http://prospector.coalliance.org

ARTICLES >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>

Use the ACC Library periodical databases such as ProQuest and EBSCOhost
(www.arapahoe.edu/lrc)

ProQuest username: accstudent **password:** arapahoe
EBSCOhost username: accstudent **password:** arapahoe
NewsBank username: ra-accstudent **password:** ra-accstudent

Keywords and subject terms for searching books, articles, and websites:
careers, career advancement, career changes, career counseling, career development, vocational guidance, occupations, job hunting, resumes, employment interviewing, labor market, older workers, aged—employment, mentoring, career networking, business networking, social networks, MBTI

Arapahoe Community College Library
www.arapahoe.edu/lrc
303-797-5090
librarians@arapahoe.edu

ARAPAHOE COMMUNITY COLLEGE
Weber Center for Learning Resources

10.13.08 Prepared by Ed Sadowski, Librarian
This and other handouts available at
www.KnowledgeResearch.net/ACC.html

CAREERS resources in the Library and on the Web

WEBSITES >>>>>>>>>>>>>>>>>>>>>>>>>>>>>

Career exploration and planning >>>>>>>>>>>>>>>>>>>>>>>>

Occupational Outlook Handbook www.bls.gov/oco/home.htm
O*NET OnLine http://online.onetcenter.org
America's CareerInfoNet www.acinet.org/acinet
Internet Career Connection www.iccweb.com
Career Planning http://careerplanning.about.com

Salary and wage information >>>

JobStar Salary Information www.jobstar.org/tools/salary/sal-prof.cfm
JobHuntersBible.com www.jobhuntersbible.com/research/salaries.php
The Riley Guide www.rileyguide.com/salary.html

Want to start a business?
Check out the Colorado small business portal:
www.COsmallbiz.net

Career guide portals >>>>>>>>>>>>>>>>>

About.com http://about.com/careers
Career OneStop http://careeronestop.org
JobHuntersBible.com, CareerJournal.com
The Riley Guide rileyguide.com
Job-Hunt.org, QuintCareers.com

Find jobs here, post your resumes too >>>>>

ConnectingColorado.com, JobCentral.com
JobBankUSA.com, Job-Hunt.org, Dice.com
WorkTree.com, CareerBuilder.com, Net-Temps.com
Indeed.com

For career networking >>>>>>>>>>>>>>>>

Ryze http://ryze-denver-network.ryze.com
also **Linkedin, Friendster, Fast Company**
Google Groups www.google.com (click *Groups*)
Mentors: FindaMentor.org
also www.mentors.ca/findamentor.html
or Google search: *find a mentor*

Google searches:
"hidden job market"
"ask an expert"

COLORADO JOB RESOURCES

About.com Jobs & Careers: Colorado Jobs
http://jobsearchtech.about.com/msub20co.htm
Google Directory of Colorado job sites
http://directory.google.com
click: Jobs under Business > By Region > North America > United States > Colorado
Colorado Department of Labor and Employment
www.coworkforce.com
Colorado Workforce Centers
www.adworks.org/jobseeker/colorado.htm
www.coworkforce.com/EMP/WFCs.asp
Occupational Projections
http://navigator.cdle.state.co.us/career/occupation.asp
State Unemployment Insurance
www.coworkforce.com/UIB
State of Colorado Employment
www.colorado.gov/employment.htm
Wages estimates
www.bls.gov/oes/2003/may/oes_co.htm

Web subject directories: listings of many good career sites >>

Jobs and Careers Web Directory www.careers.org
Google:http://directory.google.com/Top/Business/Employment
Yahoo! http://dir.yahoo.com/Business_and_Economy/Employment_and_Work
Librarians' Index to the Internet http://lii.org/search/file/busfinjobs

CAREER INTEREST & PERSONALITY TESTS

About.com Guide
http://jobsearch.about.com/cs/personalitytests/a/personalitytest.htm

Myers-Briggs Type Indicator (MBTI)
PersonalityPathways www.personalitypathways.com

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303-797-5090
librarians@arapahoe.edu
www.youseemore.com/arapahoecc

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