

# Features of the Kuder Career Portfolio

The Kuder Career Portfolio is the gateway to the Internet-based Kuder system. The lifelong portfolio offers the most comprehensive and innovative college and career planning resources available at Fullerton College.

## Home

From the Portfolio Home Page review Top Favorites, finish To Do List items, read Announcements, access recommended links, and begin the college and career planning process. Also, watch for special announcements, give-a-ways, and promotions on the Portfolio Home Page.

## My Profile

Favorites List – Click the gold stars as you explore to save interests, skills, work values, Person Matches, occupations, majors, colleges, and scholarships to your personal list of favorites.

Account Information – Address and other contact information entered here will also be used to create printable views of your résumé and pre-populate the online FAFSA. This section may be updated as needed.

## Take an Assessment

Research-based interest, skills, and work values assessments provide students with value-added guidance for college and career exploration. Students use an assigned batch code to begin each assessment from the Career & Life Planning Center in Building 2000. Assessments are available in English or Spanish.

## Assessment Results

Kuder Assessment Results – Kuder Career Search with Person Match (interest inventory), Kuder Skills Assessment, and Super's Work Values Inventory results, including the interest/skills composite report, are automatically saved to this area.

Additional Assessment Results – Individuals can save results from additional completed tests and assessments.

## Plan for the Future

Education Planner – The education planning system aids planning future coursework and tracks progress toward specific application entry requirements for education and career goals. The planner helps lay out coursework in a four-, six-, or eight-year individual plan, fulfilling any school, district, or state requirement.

Planning Timeline – Track important career planning events! The planning timeline includes suggested sequences of education and career planning events.

Note Taker – The unique note taker feature provides an area to record career goals, career experiences, journal entries, and copy and paste word documents.

Résumé Builder – Build multiple professional résumés! The résumé building tool guides individuals through the process of collecting, organizing, and presenting data for a résumé. Individuals may choose between two organizational formats and several styles as well as review information and suggestions on how to write and organize a résumé.

Planning for the Job Interview – Provides the student with tips on how to prepare for a job interview.

## Explore Careers

Career Clusters – Choose a career cluster to review extensive occupational information. The largest and most comprehensive occupation database available includes state-specific and national career information from O\*NET™ classifications, Occupational Outlook Handbook data, and other resources.

Occupation Search – Enter a key word, job title, or Holland Code to explore occupations.

Career Comparison – Compare careers to evaluate future options! Career comparison provides side-by-side view of up to three occupations. View job description, education background, wages, and job outlook for each occupation simultaneously.

## Choose a Major

Select a college major that relates to your interest results and immediately view a description of major within any state. By choosing a specific program within the major you can also review related occupations.

## Select a College

Search Colleges – Research thousands of postsecondary options. The college database features nearly 7,000 postsecondary colleges, universities, education training centers, and other institutions.

College Comparison – The college comparison function allows side-by-side comparison of up to three postsecondary institutions. Compare type of college, student body, admissions, and tuition and fees.

## Find Financial Aid

Learn how to pay for college! Review general information regarding financial aid and the application process which includes calculators and functions that assist evaluating student options.

Scholarship Search – Search over 10,000 scholarships! The comprehensive scholarship database is searchable by any of several criteria. Individuals can search for available scholarships from across the nation.

FAFSA Application – FAFSA completed in less time! Students' secure profile information is pre-populated into corresponding fields on the FAFSA.

## Get A Job

Allows students to search jobs, update résumés, and review job interview skills.

The online Kuder Career Portfolio is accessible any time an Internet connection is available which encourages regular system use now and throughout your life.

