UNIVERSITY COLLEGE

General Baccalaureate Curriculum (GBC)

EXPLORING THE OHIO STATE UNIVERSITY’S UNDERGRADUATE ACADEMIC MAJORS AND BEGINNING YOUR CAREER SEARCH

University College 100.21

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and
George Steele, Ph.D.

1999 Edition
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Introduction:

Exploring The Ohio State University’s Undergraduate Academic Majors and Beginning Your Career Search.

This workbook is for students enrolled in the course, University College Survey 100.21, in the General Baccalaureate Curriculum (GBC). The GBC advising area in University College is for those students who enter Ohio State as undecided or exploring students. In GBC, students will receive special advising help. The goal of GBC is to assist students as they conduct an orderly search to explore educational and career options before they select a major.

There will be seven classes that will be devoted to assisting you gather information about your interests, abilities, and values and relating these to possible Ohio State academic programs and potential careers. The Career Decision Making System (CDM, or the Harrington & O Shea) will be used for the self-assessment component. This workbook provides information about OSU majors and presents the decision-making process you will use in the course and when you meet with your academic advisor. You will also find several of the assignments you will need to complete for the course in this workbook.
Academic and Career Advising: Questions and Strategies

MAKING SATISFYING CAREER DECISIONS: WHAT QUESTIONS DO I ASK?

SELF-KNOWLEDGE

- Interests - What activities do you enjoy? What do you do in your leisure time? Hobbies?
- Aptitudes - What are your personal and academic strengths? What skills do you have?
- Values - What is important to you in a career? What do you believe in?
- Goal Setting - Where are you going? How do you get there? What are your aspirations?

OCCUPATIONAL KNOWLEDGE

- Nature of work - What tasks are involved?
- Place of employment - Who will hire you?
- Qualifications and Advancement - What entry level expertise is expected? What experiences do you need? What are the opportunities for promotion?
- Employment outlook - What will the job market be like when I graduate?
- Earnings and Working Conditions - What is the pay range? What are the physical demands of the job?
- Job seeking skills - How do you write a resume/cover letter? What job interview techniques are desirable?

EDUCATIONAL KNOWLEDGE

- What educational programs will provide you with the knowledge and skills you need?
- What college majors interest you? What vocational programs interest you?
- What courses will you need to take?
- What degrees and/or credentials do you need?

DECISION MAKING KNOWLEDGE

- Can you link self-knowledge with occupational information?
- What kind of decision maker are you? What styles or strategies do you use?
- What are the critical points in your life where you will make career decisions?
- What kind of life-long decision making skills do you need to learn?
- How well do you integrate your values into your decisions?
- How do you implement your decision once it is made?
MAKING SATISFYING DECISIONS: WHAT RESOURCES CAN YOU USE?

SELF-KNOWLEDGE
- List activities you enjoy doing: in school, work, and personally.
- Review your academic transcript; identify your academic strengths and weaknesses.
- List five work values you want to have in your career (income, variety, independence, prestige, contribution to society, etc.).
- List five skills you can do well.
- Create a 40 year plan: What do you want to be doing every five years? After graduation?
- Use the computerized career search system (e.g., Sigi-Plus or Discover).
- Ask your adviser about self-assessment instruments.

OCCUPATIONAL KNOWLEDGE
- Conduct an occupational interview.
- Visit the Career Services resources on your campus.
- Use government publications such as: "The Occupational Outlook Handbook," or "Dictionary of Occupational Titles."
- Use a computerized career search system (e.g., Discover or Sigi-Plus).
- Use the World Wide Web.
- Use career library resources.
- Use occupational brochures/publications written by professional groups.
- Volunteer or use a co-op or internship to gain direct experience in a specific career field.
- Use University College’s web site: [http://www.uvc.ohio-state.edu/Homepage.html](http://www.uvc.ohio-state.edu/Homepage.html)

EDUCATIONAL KNOWLEDGE
- Identify types of courses that match your interests and abilities; review the course offerings bulletin.
- Identify majors related to these courses.
- Meet with appropriate academic advisers to review curricula.
- List how skills and knowledge inherent in each major would be related to careers you are considering.
- List minors or elective course work which could supplement their skills or knowledge base.
- Develop a schedule projection for the various majors.
- Use University College’s Web site: [http://www.uvc.ohio-state.edu/capsheets/tmcefc.html](http://www.uvc.ohio-state.edu/capsheets/tmcefc.html)

DECISION MAKING KNOWLEDGE
- List five ways your interests and abilities are related to the occupational and educational alternatives you have identified.
- List three ways your decision making style has helped you in your research.
- List three ways your decision making style has not served you well in making decisions.
- Describe how you have implemented decisions once you make them

Adapted from Dr. Virginia N. Gordon’s recommendations
The Decision Making Process

The decision making process is used every time you are faced with a situation that offers more than one solution. The steps listed below are a systematic approach to making any decision.

1. Define the problem
   • State the real problem, not the surface one
   • State the problem in specific terms
   • State the problem as a question

2. State your goals clearly

3. Collect Information
   • What kind do you need?
   • Where can you obtain it?
   • Is it relevant to the problem?

4. List Alternative Solutions
   • Which are the safe ones?
   • Which require risk?
   • What are outcomes to each solution?

5. Choose one Alternative
   • Check back to Step 2 to see if this choice is consistent with your goals as stated.
   • Repeat this step with all the alternatives you are considering

6. Take Action on your Choice
   • How can you implement your choice?
   • What actions can you take now?
   • What actions can you take later?

7. Review your choice periodically
Exploratory Courses at Ohio State for Selected Majors

Agricultural Communications 200
Animal Science 202
Architecture 200, 201, 202
Art 162
Art Education 225
Aviation 300
Black Studies 101, 130, 154, 161, 180
Communication 105, 110, 140
Computer & Info. Science 100
Dairy Science 202
Dance 201
Edu: PAES: 289.01, 289.47 & 271
   (Freshman Field Experience)
Edu. T&L 120 (Indust. Tech.)
Engineering Graphics 121
Entomology 100
Family Resource Management 260
Food Science & Technology 170, 201
Horticulture 150, 154

Edu: PAES (Health Education) 102, 103, 122
Edu: PAES (Physical Education) 208
Edu: PAES(Exercise Science) 209
Edu: PAES (Recreation Education) 210
Industrial Design 160, 199
Journalism 101
Landscape Architecture 151, 200
Medical Dietetics 201
Medical Technology 301
Music 101, 102, 110
National Security Policy Study 200
Natural Resources 100
Pharmacy 200
Plant Pathology 201
Social Work 230
Sociology 209, 210
Speech & Hearing Science 230
Textiles & Clothing 270

Any Edu: PAES activity course could serve as an exploration course to the sports/leisure field.

LANGUAGES: Arabic, Bulgarian, Chinese, Czech, French, German, Greek-Modern & Ancient, Hausa, Hebrew, Hungarian, Italian, Japanese, Korean, Latin, Persian, Polish, Portuguese, Romanian, Russian, Serbo-Croatian, Spanish, Swahili, Swedish, Turkish, Ukrainian, Yiddish, Yoruba, Zulu - If not new to language, level based on test placement.
Math and English Placement Levels

There are a variety of math sequences at Ohio State. The courses or sequence you select will depend on your math level and your ideas about majors. Your adviser will help you choose a math course if you decide to take one next quarter. Use the chart to identify the math course that fulfills the requirement for your major ideas and math level. Your adviser will explain how to schedule math if you are considering majors in more than one of the areas below.

<table>
<thead>
<tr>
<th>Math Level</th>
<th>Science majors, e.g. chemistry, zoology, pre-med, engineering, computer science</th>
<th>Business Majors</th>
<th>Many other majors</th>
</tr>
</thead>
<tbody>
<tr>
<td>L</td>
<td>151</td>
<td>131</td>
<td></td>
</tr>
<tr>
<td>M</td>
<td>150</td>
<td>131</td>
<td>116</td>
</tr>
<tr>
<td>N</td>
<td>148 or 140</td>
<td>130</td>
<td>116</td>
</tr>
<tr>
<td>R</td>
<td>104</td>
<td>104</td>
<td>116</td>
</tr>
<tr>
<td>S</td>
<td>104 @ 103</td>
<td>104 @ 103</td>
<td>075</td>
</tr>
<tr>
<td>T</td>
<td>050 or 104 @ 103</td>
<td>050 or 104 @ 103</td>
<td>050</td>
</tr>
</tbody>
</table>

If totally undecided, choose the most rigorous for which you are eligible.

All students are required to have credit for English 110 or 111 to graduate. The English course you take will depend on your placement level.

<table>
<thead>
<tr>
<th>English Placement Level</th>
<th>Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>English H167 (optional (Exam credit for 110)</td>
</tr>
<tr>
<td>2</td>
<td>(Exam credit for 110)</td>
</tr>
<tr>
<td>3</td>
<td>English 110 or 110L or 110C (Honors Recommended)</td>
</tr>
<tr>
<td>4</td>
<td>English 110 or 110L or 110C</td>
</tr>
<tr>
<td>5</td>
<td>English 110W &amp; 193</td>
</tr>
<tr>
<td>6</td>
<td>English 109.01 followed by 109.02, then either 110 or 110L or 110C</td>
</tr>
<tr>
<td>7</td>
<td>ET required to determine place (3-6)</td>
</tr>
</tbody>
</table>
UNDERGRADUATE MAJORS AT OHIO STAT

COLLEGE OF FOOD, AGRICULTURAL &
ENVIRONMENTAL SCIENCES (AGR)
Bachelor of Science in Agriculture:
*Agribusiness & Applied Economics
*Agricultural Communications
*Agricultural Education
*Agricultural Engineering
*Agricultural and Construction Systems Management
Animal Sciences
Crop Science
Food Business Management
*Landscape Horticulture
Turfgrass Science
Plant Health Management
Bachelor of Science in Food Science
Bachelor of Science in Nutrition
(* minors available)

OTHER MINORS:
Avian Biology
Crop Science
Entomology
Equine Science
Farm Management
International Economic and Social Development
Life Sciences
Natural Resources Management
Plant Health Protection
Plant Improvement
Plant Pathology
Production Agriculture
Soil Resources
Turfgrass Management

SCHOOL OF ARCHITECTURE (AHR)
Architecture
Landscape Architecture

SCHOOL OF ALLIED MEDICAL PROFESSIONS (AMP)
Circulation Technology
Health Information Management & Systems
Medical Dietetics
Medical Technology
Occupational Therapy
Radiologic Technology
Respiratory Therapy

COLLEGES OF ARTS AND SCIENCES (ASC)
College of the Biological Sciences
*Biochemistry
*Biology
*Entomology
*Molecular Genetics
*Microbiology
*Plant Biology
*Zoology
College of the Humanities
*African-American & African Studies
Ancient History and Classics
*Arabic
Art (B.A.)
*Chinese
*Classics
*Comparative Studies
*English
*French
*German
*Greek, Modern
*Hebrew
*History
Islamic Studies
*Italian
*Japanese
*Japanese Studies
*Linguistics
*Middle Eastern Studies
*Music
*Philosophy
*Portuguese
*Slavic Languages and Literature
*Spanish
*Women's Studies

College of Mathematical & Physical Sciences
# Actuarial Science
# Astronomy
#*Computer and Information Science
#*Chemistry
#*Geology and Mineralogy
#*Geography
#*Geology and Mineralogy
#*Mathematics
# Physics
# Physiological Optics

College of Social & Behavioral Sciences
*Anthropology
*Aeronautics
*Aviation
*Criminology and Criminal Justice
*Economics
*Environmental Science
*International Studies
*Political Science
*Psychology
*Sociology
*Speech & Hearing Science

PERSONALIZED STUDY PROGRAM (PSP)
INITIATED BY STUDENT, APPROVED BY COLLEGE

OTHER MINORS:
American Studies
City & Regional Planning
Classical Greek
Consumer Affairs
Cognitive Sciences
East Asian Languages & Literature
Exercise Science
Family Relations & Human Development
Folklore
International Economics & Social Development
Human Nutrition
Hospitality Management
Jewish Studies
Latin
Modern Greek
Natural Resources Management
Persian
Romanian
Russian
Scandinavian
Statistics
Surveying & Mapping
Textiles & Clothing
Turkish
Yiddish

College of Arts (ART)
Art (B.F.A.)
Art and Technology
Drawing-Painting
Sculpture
Ceramic Art
Glass Art
General Fine Arts
Photography
Printmaking
Dance (B.F.A.)
Dance:
(a) Education
(b) Performance
Industrial, Interior & Visual Communication Design
Industrial Design
Interior Space Design
Visual Communication Design

Bachelor of Music
Composition
Jazz Studies:
(a) Composition
(b) Performance
Music Education
Music History
Orchestral Instrument
Piano
Theory
Voice

Art Education (B.A.E.)
Teacher Preparation (K-12)
Alternative Studies Areas:
(a) Pre-Arts Administration
(b) Museum Education
(c) Liberal Studies in Art Education

Theater (B.A)
Theater

COLLEGE OF BUSINESS (BUS)
Accounting
Aviation Management
Economics
Finance
Human Resources
Information Systems
Risk Management & Insurance
International Business
Administration
Marketing
Productions and Operations
Management
Real Estate and Urban Analysis
Transportation and Logistics
Special Majors (initiated by student, approved by College)

COLLEGE OF DENTISTRY (DEN)
Dentistry
Dental Hygiene

COLLEGE OF EDUCATION (EDU)
Certification:
Music Education
Non-Certification:
Exercise Science
Sports and Leisure Studies
Technical Education & Training
Technology Education
Pre-Certification:
Special Education
Sports and Leisure Studies

Technical Education and Training
Technology Education

At OSU, licensure for Early, Middle, and Adolescence Education is achieved at the Graduate level.

COLLEGE OF ENGINEERING (ENG)
Aeronautical & Astronautical Engineering
Aviation
Chemical Engineering
Civil Engineering/Environmental Engineering
Computer Science and Engineering
Electrical and Computer Engineering
(a) Computer Engineering
(b) Electrical Engineering
Engineering Physics
Food, Agricultural, and Biological Engineering:
(a) Food Engineering
(b) General
(c) Pre-Vet Option
Geometrics Engineering
Industrial & Systems Engineering:
(a) Engineering Management
(b) Human Factors
(c) Manufacturing Systems
(d) Operational Research
Materials Science Engineering
(a) Ceramics
(b) General Materials Science
(c) Metallurgy
Mechanical Engineering
Welding Engineering

COLLEGE OF HUMAN ECOLOGY (HEC)
Family Relations & Human Development
Early Childhood Development & Education
Family Studies

Textiles & Clothing Major
Product Development & Evaluation
Fashion and Interiors Merchandising

Family Resources Management
Consumer Affairs
Family Financial Management
Human Nutrition and Food Management
General Dietetics Major
Hospitality Management
Nutrition - Bachelor of Science

COLLEGE OF LAW (LAW)
Pre-Law students are advised to adopt some area of emphasis based on their interests.

COLLEGE OF MEDICINE (MED)
Medical candidates are generally expected to complete their baccalaureate degrees prior to entry into medicine; three year candidates who show unusual promise are also considered. See the College of Medicine Bulletin for further information.

SCHOOL OF NATURAL RESOURCES (NRE)
Environmental Communication, Education, and Interpretation
Environmental Science
Fisheries Management
Forestry
Parks, Recreation, and Tourism Administration
Soil Science
Sustainable Resource Management
Urban Forestry
Wildlife Management

COLLEGE OF NURSING (NUR)
Nursing

COLLEGE OF OPTOMETRY (OPT)
Optometry

COLLEGE OF PHARMACY (PHR)
B.S. Pharmacy
B.S. Pharmaceutical Sciences (post B.S.: Doctor of Pharmacy-Pharm. D.)

COLLEGE OF SOCIAL WORK (SWK)
Social Work

COLLEGE OF VETERINARY MEDICINE (VME)
Veterinary Medicine
Introduction to College Requirements

The lists of courses below are intended only as exploratory information and a general introduction to freshmen and sophomore requirements.* For more detailed exploration it is imperative that you contact your academic adviser in one of the nineteen curricular programs in University College.

**AGR**
(Check program sheets)
Math 130 or 150
Chem 101, 102 or Chem 121, 122
Biology 101 or 113
Agr Econ 200 (math Level N recommended) or Econ 200

**AHR**
Anthropology 200
Physics 111, 112
Math 150 and 117
Arch 200, 202
Psych 100
Soc 101
Polit Sci 145
History 111, 112 or 151, 152
Art 170 or 172
Hist Art 210 (or 211, 212, 213)

**Landscape** (LHR)
Math 150 & 117
Plant Biology 101
Larch 151
Geology 121

**AMP**
Biology-depends on major
Chem-depends on major
Physics-depends on major
Math-depends on major

**ART**
Art 162, 170, 172
History of Art 210, 211, 212

**Industrial Design**
Ind. Design 160
Math 116 or equiv.
Commun. 105 or 110
Eng Graphics 121, 122

**Theatre**
Theater 100, 205, 220, 280

**Art Education**
Arts, Col 160
Art 170, 172, 182
Hist. Art 210 or 211 or 212
Math 104 or above
Psych 100

**ASC**
See GEC sheets for B.A. or B.S.
See 80 majors & minors list

**BUS**
Math 130, 131, 132
Statistics 133
Econ 200, 400
Accounting 211, 212
CIS 200 (or 294, or 211)

**DHV**
Biology 101 or 113
Chem 101, 102
History 200.01, 200.02
Psych 100
Geog. 200 or Econ. 200
Anatomy 199
Math/CIS/Logic course

**EDU**
(See major sheets.)

**ENG**
Math through 153
Physics through 133
Chem 121, 125
Eng Graphics 166, 167

**HEC**
(Check dept. option sheets)
Biology 101 (in most majors)
Chem 101, 102 (or 121, 122)
Psych 100
Soc 101
Econ 200
Polit Sci 101 or 245
Math 131 or 148 or 150 (see major)

**MUS**
By audition only

**NRE**
Chem 121
Math 150, 151
Biology 113
Ag Econ 200 (math Level N recommended) or Econ 200
NRE 100 (to explore area)

**NUR**
Chem 101, 102 or 121, 122
Psych 100
Soc 101
Biology 101
Anatomy 199

**PHR**
Chem 121, 122, 123
Biology 113
Math 150, 151, 152

**SWK**
Psych 100
Soc 101
Polit Sci 100 or 101 or 102 or 245
Philos 101 or 130
Biology 101, 102
Ed S&R 289.02 and 271 (recommended)
SWK 230

**DEN, MED, OPT, VMI**
Biology 113 & 114
Chem 121, 122, 123
Physics 111, 112, (and 1 most)
Micro 509 - OPT only

**ENGLISH 110 OR 111 REQUIRED BY ALL**

USE COLLEGE BULLET
Name: ____________________                                                         Session One

ACADEMIC AND CAREER INFORMATION SESSIONS

Summarize the information you learned from the first session you attended

1. Majors discussed of interest to you: ______________________________________________
   Name of presenter: ________________________    Title: ______________________________
   Office location: ___________________________    Phone: _____________________________

2. Degree unit where this/these major(s) are located:

3. Are there specific courses required for entry to this/these major(s)? If yes, which ones?

4. Many colleges have additional specific requirements beyond course work to transfer from
   UVC to that Degree Unit or to enter a specific major. What are these additional transfer
   requirements for this Degree Unit or the specific major(s) of interest to you? (i.e. GPA, portfolio,
   etc.)

5. What career opportunities are available to individuals selecting this area?

6. Other important information about this/these major(s):

7. Does this college or major have Web page? What is its URL?
Name: ____________________                                                         Session Two

ACADEMIC AND CAREER INFORMATION SESSIONS

Summarize the information you learned from the second session you attended

1. Majors discussed of interest to you: ______________________________________________

   Name of presenter: ________________________    Title: ______________________________
   Office location: ___________________________    Phone: _____________________________

2. Degree Unit where this/these major(s) are located:

3. Are there specific courses required for entry to this/these major(s)? If yes, which ones?

4. Many colleges have additional specific requirements beyond course work to transfer from
   UVC to that Degree Unit or to enter a specific major. What are these additional transfer
   requirements for this Degree Unit or the specific major(s) of interest to you? (i.e. GPA, portfolio,
   etc.)

5. What career opportunities are available to individuals selecting this area?

6. Other important information about this/these major(s):

7. Does this college or major have Web page? What is its URL?
Name: ____________________                                                         Session Three

ACADEMIC AND CAREER INFORMATION SESSIONS

Summarize the information you learned from the third session you attended

1. Majors discussed of interest to you: ______________________________________________

Name of presenter: ________________________    Title: ______________________________
Office location: ___________________________    Phone: _____________________________

2. Degree Unit where this/these major(s) are located:

3. Are there specific courses required for entry to this/these major(s)? If yes, which ones?

4. Many colleges have additional specific requirements beyond course work to transfer from UVC to that Degree Unit or to enter a specific major. What are these additional transfer requirements for this Degree Unit or the specific major(s) of interest to you? (i.e. GPA, portfolio, etc.)

5. What career opportunities are available to individuals selecting this area?

6. Other important information about this/these major(s):

7. Does this college or major have Web page? What is its URL?
<table>
<thead>
<tr>
<th>ACT Region</th>
<th>ACT Job Family</th>
<th>Holland Type</th>
<th>Examples of OSU Academic Majors</th>
<th>OSU Degree Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>A. Marketing &amp; Sales</td>
<td>E</td>
<td>Marketing, Real Estate, Insurance &amp; Risk, Fashion Merchandizing, Consumer Services, Clothing &amp; Textiles, Agriculture Business</td>
<td>BUS, HEC, AGR</td>
</tr>
<tr>
<td>3</td>
<td>C. Records and Communications</td>
<td>C</td>
<td>Vocational Education, Medical Records Administration</td>
<td>EDU AMP</td>
</tr>
<tr>
<td>4</td>
<td>D. Financial Transactions</td>
<td></td>
<td>Accounting, Finance, Real Estate, Actuarial Science</td>
<td>BUS ASC</td>
</tr>
<tr>
<td>4</td>
<td>E. Storage &amp; Dispatching</td>
<td>C</td>
<td>No OSU Program</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>F. Business Machine/Computer</td>
<td>C</td>
<td>No OSU Program</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>G. Vehicle Operation &amp; Repair</td>
<td>R</td>
<td>No OSU Program</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>H. Construction &amp; Maintenance</td>
<td>R</td>
<td>No OSU Program</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>J. Crafts &amp; Related Services</td>
<td>R</td>
<td>No OSU Program</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>K. Home/Business Equipment</td>
<td>R</td>
<td>No OSU Program</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>L. Industrial Equipment</td>
<td>R</td>
<td>No OSU Program</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>M. Engineering &amp; Related</td>
<td>R</td>
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<td>7</td>
<td>N. Medical Specialties &amp;</td>
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<td>Dentistry, Dental Hygiene,</td>
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<td>Technologies</td>
<td>Medicine, Optometry, Veterinary Medicine, Medical Technology, Radiologic Technology, Respiratory Technology</td>
<td>OPT, AMP, DHY</td>
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<td>10 P.Social Sciences</td>
<td>I Marketing, Anthropology, Economics, History, Political Science, Psychology, Sociology</td>
<td>BUS, ASC</td>
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<tr>
<td>ACT Region</td>
<td>ACT Job Family</td>
<td>Holland Type</td>
<td>Examples of OSU Academic Majors</td>
<td>OSU Degree Units</td>
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<td>10</td>
<td>R. Creative, Performing Arts</td>
<td>A</td>
<td>Theatre, Dance, Music, English, Art, Music &amp; Theatre Education</td>
<td>ART, MUS, ASC, EDU</td>
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<tr>
<td>11</td>
<td>S. Applied Arts (written &amp; spoken)</td>
<td>A</td>
<td>News Editorial, Public Relations, Communication, English</td>
<td>JUR, ASC</td>
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<tr>
<td>11</td>
<td>T. General Health Care</td>
<td>S</td>
<td>Physical Therapy, Occupational Therapy, Recreation Therapy, Nursing, Speech &amp; Hearing Science, Dietetics, Religion, Nutrition Medicine</td>
<td>AMP, EDU, NUR, ASC, HEC, MED</td>
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<tr>
<td>11</td>
<td>V. Social &amp; Government Service</td>
<td>S</td>
<td>Recreation, Criminology, Parks &amp; Recreation, Social Work, Home Economics, Psychology</td>
<td>EDU, ASC, NRE, SWK, HEC</td>
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<tr>
<td>12</td>
<td>W. Personal/Customer Services</td>
<td>S</td>
<td>No OSU Program</td>
<td></td>
</tr>
</tbody>
</table>

Virginia Gordon, Ph.D.
University College
The Ohio State University
Academic and Career Resources at Ohio State

During and as a follow-up to this course you may use the resources listed below to expand and refine your knowledge of academic programs and career fields. These resources will help you with the decision making process. Check those you intend to use this quarter and next quarter.

___ Your University College Advisor

___ DISCOVER and SIGI PLUS: These are computerized career exploration programs that can help you assess your personal strengths and provide current occupational information. See your University College advisor for a referral to a briefing you should attend before using these systems that are located in room 207 Enarson Hall.

___ Career Planning Courses: ED: PAES 270.01 is a general career planning course. Its focus is to help students discover the relationship between their interests and possible careers; ED: PAES 270.02 is a course designed to help students with 60+ earned hours focus on the academic and career decision-making process.

___ Partners in Education (PIE): A listing of OSU alumni in over 100 occupation who have volunteered to discuss their career fields with OSU students. See your University College advisor for the listing of participating OSU alumni, or visit the PIE Web site in Exploring OSU Majors and Careers.

___ Senior Bank: A listing of OSU seniors who are interested in talking to other OSU students about their majors and how they chose them. See your University College advisor for the listing of participating OSU seniors, or visit the Senior Bank Web site in Exploring OSU Majors and Careers.

___ Career Service Offices: Most OSU Colleges have a career service office. You will find help here with the job search process, resume and interview workshops, signing-up to meet on campus recruiters, job and career information, and information about Internships and Cooperative Education experiences. Many of these career service offices have their own Web pages and can be found through Exploring OSU Majors and Careers.

___ College Counselors: See your University College advisor for name of academic advisor or counselors found in the degree units for general or specific information about programs.

___ Faculty: If you are taking a GEC course you really enjoy, why not ask the faculty member more about the field of study. It could be a potential major. See you University College advisor for the name of other faculty in specific academic areas.

___ Other University College Advisors: Ask your advisor for the names of other University College advisors who can help answer your questions about different majors and career related issues. Remember University College has advisors who work with all pre-major areas at Ohio State.

___ Many of these resources are listed on the Major and Career Exploration Web site:

    http://www.uvc.ohio-state.edu/capsheets/tmcefc.html
Career and Job Values

Name: __________________________________

The items below cover a full range of institutional and personal values you’d likely to encounter at any place of work. Keep halving the groups until you have a rank ordering, then fill in the numbers of your top and bottom ten choices on the tabulation sheet. Test your fit at your present place of employment by seeing if their values match your top and bottom ten.

Choice Menu You are:

___ 1. Flexible                       ___ 18. Supportive
___ 2. Adaptable                     ___ 19. Aggressive
___ 3. Innovative                    ___ 20. Decisive
___ 4. Able to seize opportunities   ___ 21. Action-oriented
___ 5. Willing to risk experimentation ___ 22. Eager to take initiative
___ 6. Risk taking                   ___ 23. Reflective
___ 7. Careful                       ___ 24. Achievement oriented
___ 8. Autonomy-seeking              ___ 25. Demanding
___ 10. Analytical                   ___ 27. Comfortable with conflict
___ 11. Attentive to detail          ___ 28. Competitive
___ 12. Precise                      ___ 29. Highly organized
___ 13. Team oriented                ___ 30. Results-oriented
___ 14 Ready to share information    ___ 31. Interested in making friends at work
___ 15 People-oriented               ___ 32. Collaborative
___ 16. Easygoing                    ___ 33. Eager to fit in with colleagues
___ 17. Calm                         ___ 34. Enthusiastic about the job
Choice Menu, your current place of employment offers:

____ 1. Stability
____ 2. Predictability
____ 3. High expectations of performance
____ 4. Opportunities for professional growth
____ 5. High pay for good performance
____ 6. Job security
____ 7. Praise for good performance
____ 8. A clear guiding philosophy
____ 9. A low level of conflict
____ 10. An emphasis on quality
____ 11. A good reputation
____ 12. Respect for individual rights
____ 13. Tolerance
____ 14. Informality
____ 15. Fairness
____ 16. A unitary culture throughout the organization
____ 17. A sense of social responsibility
____ 18. Long hours
____ 19 Relative freedom from rules
____ 20. The opportunity to be distinctive, or different from others

Adapted from Fortune Magazine, Nov. 9, 1998
<table>
<thead>
<tr>
<th>Your top ten Personal values:</th>
<th>Your place of employment top ten values:</th>
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<tbody>
<tr>
<td>1. ____________________________</td>
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<tr>
<th>Your lowest ten personal values:</th>
<th>Your place of employment lowest ten values:</th>
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</tbody>
</table>
## CDM's Career Clusters Related to OSU Academic Programs

<table>
<thead>
<tr>
<th>CAREER CLUSTERS*</th>
<th>EXAMPLES OF OSU MAJORS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Skilled Crafts</td>
<td>None; Technical Schools required or Apprentice on the job training.</td>
</tr>
<tr>
<td>2. Technical</td>
<td>Aviation, Aeronautical &amp; Astronomical Engineering, Industrial Technology, Medical Technology</td>
</tr>
<tr>
<td>3. Legal Work</td>
<td>Criminology; all majors can lead to pre-law</td>
</tr>
<tr>
<td>4. Manual Work</td>
<td>None; Apprentice on the job training.</td>
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<tr>
<td>5. Math-Science</td>
<td>all School of Architecture majors, all College of Business majors, all College Biological Science majors, all College Engineering majors, all College of Math &amp; Physical Science majors, all School of Natural Resources majors, most health related majors, most College of Food Agricultural and Environmental Sciences majors, Computer and Information Science, Geography, Human Nutrition, Product Development &amp; Evaluation</td>
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<tr>
<td>7. Art Work</td>
<td>all College of the Arts and School of Music majors, Horticulture, Fashion Design</td>
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<tr>
<td>8. Literary Work</td>
<td>all School of Journalism majors, English, Foreign Languages, found in the College of the Humanities, Theatre, Communications, most other Colleges of the Social &amp; Behavior Sciences majors, and all Humanities majors.</td>
</tr>
<tr>
<td>9. Music Work</td>
<td>all Music majors, Dance, Theatre</td>
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<tr>
<td>10. Management</td>
<td>all Business majors, most College of Food, Agricultural &amp; Environmental Sciences, Dietetics, Hospitality Management, Engineering, Hospital Administration, Medical Records Administration, Parks &amp; Recreation Administration, Fashion and Interior Merchandising, Communications, International Studies, most other Arts &amp; Sciences majors with supplemented with elective hours in business related courses.</td>
</tr>
<tr>
<td>11. Clerical Work</td>
<td>None; Technical Schools required or Apprentice on the job training.</td>
</tr>
<tr>
<td>12. Medical-Dental</td>
<td>Pre-Med, Pre-Dentistry, Pre-Vet, Optometry, Pharmacy, Nursing, Dental Hygiene, Speech &amp; Hearing Science, Circulation Technology, Medical Technology</td>
</tr>
<tr>
<td>13. Personal Service</td>
<td>all Education majors, Recreation, Child Development, Agriculture (county extension agent)</td>
</tr>
<tr>
<td>14. Sales Work</td>
<td>Fashion Merchandising, all Business majors, many Arts &amp; Sciences majors</td>
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<tr>
<td>15. Entertainment</td>
<td>Theatre, Communications, Public Relations</td>
</tr>
<tr>
<td>16. Customer Services</td>
<td>None; Technical School required or Apprentice or on-the-job training</td>
</tr>
<tr>
<td>18. Education Work</td>
<td>all Education majors, Early Childhood Development and Education, Library Science, any major leading to college teaching, college student personnel work, educational administration work (graduate degree required for last three)</td>
</tr>
</tbody>
</table>

*From the Harrington-O'Shea Career Decision-Making System*
# Matching CDM’s Abilities with OSU Academic Programs

<table>
<thead>
<tr>
<th>Ability</th>
<th>OSU Majors</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTISTIC*</td>
<td>Architecture, Landscape Architecture, Drawing, Painting, Sculpture, Ceramic Art, Glass Art, General Fine Arts, Theater, Photography, Dance, History of Art, Art Education, Industrial Design, Fashion Merchandising, Clothing, Textiles, Drama/Theater, many areas of Education</td>
</tr>
<tr>
<td>MECHANICAL (MANUAL DEXTERITY, SPATIAL)</td>
<td>Architecture, Landscape Architecture, Engineering, Industrial Technology Education, Trade &amp; Industrial Technology, Agricultural Mechanization and Systems</td>
</tr>
<tr>
<td>MUSICAL*</td>
<td>Church Music, Jazz Studies, Music History, Music Theater, Orchestral Instrument, Organ, Piano, Theory and Composition, Voice</td>
</tr>
</tbody>
</table>

*Many Arts and Sciences majors in the Social Sciences and Humanities fit these categories
# Most areas for teaching at OSU, require completion of a M.Ed. program for certification
Time Management

Mark down what you are doing during these times for the week prior to the class on Assessing your Progress as a Successful Student.

<table>
<thead>
<tr>
<th></th>
<th>MON</th>
<th>TUES</th>
<th>WED</th>
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</table>

What majors are you considering?  What is their entry GPA?
### General Baccalaureate/Alternatives Advising
### GPA Projection Chart for Potential BUS & CIS Majors

<table>
<thead>
<tr>
<th>Current GPA</th>
<th>Current Hours</th>
<th>For 90 hrs.</th>
<th>At 90 hrs. if GPA is 2.8</th>
<th>At 90 hrs. if GPA is 2.9</th>
<th>At 90 hrs. if GPA is 3.0</th>
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</thead>
<tbody>
<tr>
<td>2.0</td>
<td>45</td>
<td>+45</td>
<td>3.6</td>
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<tr>
<th>Current GPA</th>
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<th>At 90 hrs. if GPA is 3.0</th>
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</table>
Please complete the following items by transcribing the information you have recorded elsewhere in various sources on to this sheet and by responding to some specific questions listed below.

**A. INFORMATION**

1. Please list the OSU major CAP sheets you have reviewed with your adviser.
   
   ________________________, ________________________, and ________________________.

2. How many quarters, beyond this current one, have you planned your course work? _____ Quarters

3. Which three GBC Information Sessions did you attend?
   
   ________________________, ________________________, and ________________________.

4. Please record a summary of your CDM results:

<table>
<thead>
<tr>
<th>Job Values</th>
<th>Abilities</th>
<th>Career Clusters</th>
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</thead>
<tbody>
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   **Interest Scale Scores**
   
   Crafts _____  Scientific _____  The Arts _____

   Social _____  Business _____  Office Operations _____

   **Subject Choices:**  1. ________________  2. ________________

   **Stated Job Choices**  1. ________________  2. ________________
Future Plans: ________________________________________________

5. What is your DMI style? Please circle one type on other side. (This question is optional and depends on if your instructor requests a response.)

internal/systematic internal/spontaneous

external/systematic external/spontaneous

6. Please put a check-mark next to the career resources you have used to date.

_____ Discover or Sigi Plus   _____ College Placement Offices   _____ Partners in Education

_____ Senior Bank               _____ Faculty: who: ______________________________

_____ Other UVC: adviser who: ______________________________________

_____ Exploratory Course for a specific major: which one: _________________________

_____ Internet: Exploring OSU Majors and Careers

B. ACTION STEPS

1. At what stage of the decision making process are you?

_____ Gathering information

_____ Analyzing what I have learned

_____ Making tentative decisions

_____ Taking action (e.g. CAP changing, transferring to degree unit, or Co-oping...)

_____ Confirming your decision

2. What do you need to do next?
3. How decided are you about a major? Place an "X" on the line below to indicate this.

_____________________________________________
very          somewhat        somewhat        very
undecided     undecided       decided         decided

4. How do you feel about the decision making process so far?

5. What is your time line for deciding? Please consider when will you CAP change, when will you apply to your college, and when is you desired date of graduation?
Name: ___________________________________

Proposed Schedule for the next two quarters:

Major you are considering:

<table>
<thead>
<tr>
<th>Majors:</th>
<th>1.</th>
<th>2.</th>
<th>3.</th>
<th>4.</th>
</tr>
</thead>
<tbody>
<tr>
<td>COURSES REQUIRED FOR SPECIFIC MAJOR OR AREA</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Current Quarter</th>
<th>Quarter _______</th>
<th>Quarter _______</th>
</tr>
</thead>
<tbody>
<tr>
<td>COURSES:</td>
<td>COURSES:</td>
<td>COURSES:</td>
</tr>
<tr>
<td>1.</td>
<td>1.</td>
<td>1.</td>
</tr>
<tr>
<td>2.</td>
<td>2.</td>
<td>2.</td>
</tr>
<tr>
<td>3.</td>
<td>3.</td>
<td>3.</td>
</tr>
<tr>
<td>4</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>5</td>
<td>5</td>
<td>5</td>
</tr>
</tbody>
</table>
**Force Field Analysis**

Force field Analysis is an exercise to help you weigh positive and negative factors involved in any decision. With this exercise, you will apply this decision making approach to one major and one career option you are currently considering.

**Major:**

<table>
<thead>
<tr>
<th>Forces For First Choice of Major</th>
<th>Forces Against First Choice of Major</th>
</tr>
</thead>
<tbody>
<tr>
<td>List:</td>
<td>List:</td>
</tr>
</tbody>
</table>

**Career:**

<table>
<thead>
<tr>
<th>Forces For First Choice of Career</th>
<th>Forces Against First Choice of Career</th>
</tr>
</thead>
<tbody>
<tr>
<td>List:</td>
<td>List:</td>
</tr>
</tbody>
</table>

**Other Majors you are considering:**
1.  
2.  
3.  

**Other Careers you are considering:**
1.  
2.  
3.  
Web Activity Exploring Majors and Careers

What is the Exploring Majors and Careers Web site?

This site was designed for GBC and ALT students in University College and is structured to guide you through the academic and career exploration process. The site is divide into five sections: Introduction, Self-Assessment, Educational Resources, Career and Occupational Resources, and Decision Making. Each of these sections contain a description as to why these are important steps in the overall process of exploration, as well as providing connections to Web resources located from on campus to elsewhere on the Internet.

1. How to connect to Exploring Majors and Career:

   http://www.uvc.ohio-state.edu/capsheets/tmcefc.html

To begin, open the Web browser software (usually Netscape Navigator or Microsoft Internet Explorer) and type the Web address for Exploring OSU Majors and Careers, listed above, in the Location or URL slot of the browser window, then press ENTER. This will call up the Exploring OSU Majors and Careers home page. From the home page, choose the link to “Exploring OSU Majors and Careers Table of Contents.”

2. To receive full credit for this assignment, you must print and turn in any one of the following three and respond in writing to the questions listed below.

<table>
<thead>
<tr>
<th>Resources</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Acquire and print information from the Web site: The Ohio State Undergraduate Majors by Colleges and Schools about two OSU undergraduate majors from both the Admissions and from University Bulletins links.</td>
<td>Found on the Table of Contents, under Educational Resources and Major Exploration. Use either: Admissions (white dots) University Bulletins (blue dots)</td>
</tr>
<tr>
<td>2. Acquire and print information from the Web site of any two departments of majors you are interested in exploring from The Ohio State University Undergraduate Majors by Interest Categories from the Harrington-O'Shea, Career Decision Making Inventory (CDM).</td>
<td>Found on the Table of Contents, under Self-Assessment.</td>
</tr>
<tr>
<td>3. Acquire two homepages of career resources found under Transition: College to Career</td>
<td>Found on the Table of Contents, under Career and Occupational Resources</td>
</tr>
</tbody>
</table>
Procedures for Option 1:

Step 1:

Include the printed copies (no photostated copies) of the Web pages you selected from the chart from the previous page. Only include the Web pages representing one of the three options you selected.

Step 2:

Answer the following questions in light of the information you acquired from the Web. This assignment should be typed and be two to three pages in length.

1. How are the two majors or the career information you have selected related to your interests, abilities and values. Use your CDM results as a point of reference.

2. What new information did you acquire through the Web that excites you?

3. What new information did you acquire through the Web that might concern you?

4. Did you review any other Web resource to complete this assignment? What were they? (Identify them by writing down their URL address)

5. Did these Web resource help you? How?

Step 3:

Staple the Web pages you printed to the back page of your written responses. Be sure you name, recitation day, and advisor’s name is on a cover sheet. This assignment should be turned in on the date identified in you syllabus.