

VALUES WORKSHEET

Rate the degree of importance that you would assign to each of the following values for yourself, using the scale below.

1. Very important to me	2. Reasonably important to me	3. Not very important to me	4. Not important at all to me	
Help Society: Do something to contribute to the betterment of the world in which I live.	1	2	3	4
Help Others: Be involved in helping other people in a direct way, either individually or in small groups.				
Public Contact: Have a lot of day-to-day contact with people.				
Work with Others: Have close working relationships with a group; work as a team toward common goals.				
Affiliation: Be recognized as a member of a particular organization.				
Friendships: Develop close personal relationships with people as a result of my work activities.				
Make Decisions: Have the power to decide courses of action, policies, etc.				
Work Under Pressure: Work in situations where time pressure is prevalent and/or supervisors judge critically the quality of my work.				
Power and Authority: Control the work activities or (partially) the destinies of other people.				
Influence People: Be in a position to change attitudes or opinions of other people.				
Work Alone: Do projects by myself, without any significant amount of contact with others.				
Knowledge: Engage myself in the pursuit of knowledge, truth and understanding.				
Intellectual Status: Be regarded as a person of high intellectual powers or as one who is an acknowledged "expert" in a given field.				
Artistic Creativity: Engage in creative work in any of several art forms.				
Creativity (general): Create new ideas, programs, organizational structures, etc., not following a format other's previously developed				
Aesthetics: Be involved in studying or appreciating the beauty of things, ideas, etc.				

Rate the degree of importance that you would assign to each of the following values for yourself, using the scale below.

1. Very important to me	2. Reasonably important to me	3. Not very important to me	4. Not important at all to me	
Supervision: Have a career in which I am directly responsible for the work done by others.	1	2	3	4
Change and Variety: Have work responsibilities which frequently change in their content and setting.				
Precision Work: Work in situations where there is very little tolerance for error.				
Stability: Have a work routine and job duties that are largely predictable and not likely to change over a long period of time.				
Security: Be assured of keeping my job and a reasonable financial reward.				
Fast Pace: Work in circumstances where there is a high pace of activity, work must be done rapidly.				
Recognition: Be recognized for the quality of my work in some visible or public way.				
Excitement: Experience a high degree of (or frequent) excitement in the course of my work.				
Adventure: Have work duties which involve frequent risk-taking.				
Profit/Gain: Have a strong likelihood of accumulating large amounts of money or other material gain.				
Independence: Be able to determine the nature of my work without significant direction from others; not have to do what others tell me to.				
Moral Fulfillment: Feel that my work is contributing significantly to a set of moral standards which I feel are very important.				
Location: Find a place to live (town, geographical area) which is conducive to my lifestyle and affords the opportunity to do the things I enjoy most.				
Community: Live in a town or city where I can get involved in community affairs.				
Physical Challenge: Have a job that makes physical demands which I would find rewarding.				
Time Freedom: Have work responsibilities which I can work at according to my own time schedule; no specific working hours required.				

Now choose the ten (10) of these Work Values which are most important to you and list them below. Each of these values will be relevant to the career exploration that you will do in later exercises. If you can think of any other work values (desired satisfactions) that are not included in the list above and which are especially important to you, add them to the ten values you list below.

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

Now reorder them from most to least important.

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

SKILLS IDENTIFICATION

The following exercise is designed to help you identify skills you have acquired which may help you in your career selection. The skills are grouped into Holland's six general areas, which we discussed previously in reference to the Strong Interest Inventory, i.e. Realistic, Investigative, Artistic, Social, Enterprising, and Conventional.

Using the list below, select the seven skills which you feel best describe you and which you can justify as skills you possess by listing three experiences for each skill. On this sheet, circle the seven skills, and on the next sheet write in the skill, noting the category (R,I,A,S,E,C). Briefly note the three (or more) experiences in which you demonstrated this skill.

REALISTIC

Assembling/Repairing
Using tools and machinery
Manual dexterity
Working outdoors
Physical strength
Athletic ability
Using blueprints
Other related skills:

INVESTIGATIVE

Observing/Examining
Diagnosing
Evaluating/Analyzing
Problem solving
Doing research
Using laboratory equipment
Following technical procedures
Other related skills:

ARTISTIC

Drawing/Painting
Playing music
Acting/Performing before audiences
Decorating
Writing creatively
Creating with color
Handcrafts
Ability to visualize in 3 dimensions
Other related skills:

SOCIAL

Being of service
Being attentive to feelings of others
Helping
Counseling/Advising
Teaching/Guiding
Coaching
Consulting
Interviewing
Showing others how to perform tasks
Other related skills:

ENTERPRISING

Persuading
Campaigning
Merchandising
Managing
Selling/Promoting
Leading
Planning
Making decisions
Establishing policy
Organizing
Other related skills:

CONVENTIONAL

Calculating
Keeping financial records
Accounting
Giving attention to details
Preparing written reports
Using office machines and computers
Counting and sorting material
Typing
Filing
Other related skills:

SKILL:

CATEGORY:

EXPERIENCE:

1.

2.

3.

4.

5.

6.

7.

SKILL:	CATEGORY:	EXPERIENCE: