

The SCC offers the following resources and services for deciding on a major.

Recommended Websites:

Occupational Outlook Handbook
stats.bls.gov/oco/

National Association of Colleges and Employers
www.jobweb.com

Available through the "Student" section of the SCC website

What Can I Do With This Major?

Sample books available in the Pardieck Memorial Career Library:

Occupational Outlook Handbook

*O*NET – Dictionary of Occupational Titles*

Major in the Rest of Your Life

90 Minute College Major Matcher

Guide to Your Career

Choosing Your Career Made Easy

Check college-specific sections for more info

SCC advisors and staff are available to assist students in exploring and defining career options. Some of the resources available include occupational reference materials, career workshops, job search workshops, and tours of the SCC facilities for individuals and groups. The Pardieck Memorial Career Library, located within the SCC, houses reference materials related to different occupational areas. Additionally, the SCC offers individual assistance, conducts internship/summer job workshops, and credit courses (ELH 301, BUS 220). Additional resources are available on the SCC's website located at <http://explore.bradley.edu/scc>.

Keep the SCC in mind even after you have decided on a major or career. Career advisors can also provide assistance in locating internships and summer jobs, in preparing for a job search (resume writing, cover letters, interviewing), in setting up on campus interviews with recruiters from various businesses and organizations, and in finding post-graduation employment. Assistance with graduate and professional school (medical, law, etc.) is also available.

Majors and skills

Any major can equip you with the knowledge and "transferable skills" that can eventually be applied to a wide range of jobs in many different fields. You can expect to change jobs about every seven years and the major you choose should help you develop skills and competencies that will assist you as your career changes. Think about what you will need in any job – communication skills, critical thinking skills, problem solving abilities, computer skills, and leadership/team-oriented skills.

How do I explore different majors/careers?

- Take **AEP 100 – Student Planning Seminar**- to learn more about various majors available at Bradley University.
- Attend the **Academic Majors Fair** during the fall semester so you can meet departmental faculty, current students, and alumni from majors you're interested in exploring.
- Join **student organizations** or **professional societies**.
- Learn more about your interests, skills, values, and personality style by visiting the Smith Career Center.

For information about testing services (Phone: 677-2415)

- Talk with a SCC **Career Advisor** to learn more about different fields, industries, and the services offered.
- Learn about different majors, the fields they work in, areas of employment, and strategies to help you prepare for the field through the "**What Can I Do With a Major In . . . ?**" on the SCC website.
- Complete **informational interviews** or **job shadowing** with professionals working in the fields that interest you. These professionals could be Bradley Alumni (contacted through the Alumni Online Community) or parents of Bradley students.
- Use the Pardieck Memorial Career Library in the SCC to **learn more about majors, occupations, and industries**.

Five questions to ask yourself

1. What are your interests? Consider...
 - Things you enjoy (activities, hobbies)
 - Work environment (indoors or outdoors)
 - Courses (projects, assignments)
 - Things that do not interest you
 - Do you think you would be interested in the careers/work related to the major you are considering?
2. What are your abilities? Think about...
 - Class and work performance
 - Talents (helping others, influencing, solving problems, working with numbers, using your hands, organizing)
 - Recognition and awards received for work, academics, activities
 - Do you have the ability to be successful in the major you are considering?
3. What are your values? Reflect upon...
 - Religious, philosophical, moral, ethical beliefs/teachings
 - Things which are important to you (personal service, financial security)
 - Political stand on topics
 - Importance of family
 - What values match the requirements and outcomes of the major you are considering?
4. What are your motivations? Take into account...
 - Interests, abilities, values, other
 - Outside pressures (what you “should” do) vs. your personal goals and desires
 - Ease of major
 - Good jobs, high salaries
 - Would your motivation be strong enough to allow you to succeed in a major even if other factors seemed to direct you away from that major?
5. What are the realities? Weigh...
 - Situations that have strong and overriding influence on your choice
 - Conflict between interests, abilities, and job availability
 - Investment in the future, risk
 - Do your interests, abilities, values, and motivations conflict with each other, or are they in agreement?

Your education is more than your major

Students choose a major based upon many different factors – how well it will prepare you for your future career, money/earning potential, because you are following a family member into the field, or even because of advice received from a trusted person (former teacher, friend, etc.). Other things that might influence decisions include the current job market (good, bad, or indifferent), media attention on specific professions, global changes, and up-and-coming fields.

When you graduate from Bradley, the truly “marketable skills” which you take with you will be those that you learned from all of life’s experiences. As you look over the skills employers want in their employees, you will see that academic coursework, work experience (full-time, part-time, summer, co-op, internship), volunteer experiences, and family responsibilities all helped you acquire, develop and refine your skills.

Communication Skills

- Verbally communicate ideas and concepts
- Listen objectively
- Write in a grammatically correct, well-organized and appropriate style
- Persuade others, reach agreements

Human Relations Skills

- Interact cooperatively with others
- Understand group interaction
- Instruct or train individuals
- Build rapport
- Counsel in a direct helping relationship
- Empathize

Planning Skills

- Assess needs
- Identify viable alternatives
- Evaluate positive and negative outcomes of each alternative
- Accommodate multiple demands
- Set goals and priorities
- Implement a plan of action to meet goals

Leadership Skills

- Motivate a group
- Delegate tasks and responsibilities
- Sustain group cohesion
- Earn respect
- Make decisions
- Handle decisions

Attitudinal and Personal Skills

- Discipline self
- Assume responsibility
- Adapt to change
- Take initiative
- Work independently
- Demonstrate commitment to work
- Accept criticism

Social Skills

- Relate easily in situations which are social in nature
- Interact effectively with a broad cross section of people
- Dress presentably for a wide variety of situations

Valuing Skills

- Make ethical decisions
- Access personal values
- Analyze situations using an interdisciplinary approach
- Respect values and customs of diverse cultures
- Evaluate the human impact of technological innovation

Analytical Skills

- Think logically and critically
- Identify and formulate a problem
- Solve problems creatively
- Identify causes, consequences, and the meaning of events

Research and Investigative Skills

- Define a problem
- Identify and use appropriate resources
- Formulate questions concerning relations between variables
- Design a research model or plan

*Adapted from "Deciding A Major"
(Northern Kentucky University) and "Major Decisions"
(The Pennsylvania State University)*