



Research Guide: Careers

This research guide is a bibliography listing some of the many reference sources for Career Information available at FLITE. These materials are designed to give students and researchers a starting point for a particular topic and will usually point the way toward other, more in-depth sources relating to that topic.

Reference Books

Reference Books are located on the first floor of FLITE by the North Service Desk.

The Career Guide: D & B Employment Opportunities Directory: This source gives employer listings three different ways, alphabetically, geographically, and by industry classification. It is very useful for finding potential employers and gives a list of personnel contacts.

Located in Reference: HF 5382.5.U5.D86

Dictionary of Occupational Titles: This source is put together by the U.S. Department of Labor, Employment and Training Administration. It gives very detailed job descriptions that are the "official" job descriptions often used by personnel offices. This source should be used in combination with other sources such as the *Occupational Outlook Handbook*.

Located in Reference: HB 2595.U543 1992 or online at <http://www.oalj.dol.gov/libdot.htm>

Encyclopedia of Careers and Vocational Guidance: This source provides industry profiles and in depth information on a large number of careers. It provides a definition of the career, a history, the nature of the work, job requirements, future opportunities, earnings, and more.

Located in Reference: HF 5381.E52 2003

Occupational Brief: Articles on varied careers are provided in this source. Use the index to locate the correct brief number for a career.

Located in Reference: HF 5382.U5O33

Occupational Outlook Handbook: Put out by the U.S. Department of Labor, Bureau of Labor Statistics, this definitive career resource covers a wide variety of careers and gives information on the nature of the work, working conditions, employment, training and qualifications, job outlook, earnings, related occupations, and sources for additional information.

Located in Ready Reference: HF 5382.O25 or online at <http://www.bls.gov/oco>

Peterson's 4 Year Colleges: This is a great source for information on undergraduate colleges. Everything from tuition to degree programs is given.

Located in Reference: L 901.P447 2002 or online at <http://www.petersons.com>

What Color is Your Parachute?: This source asks a series of career-minded questions to help job seekers find a career that fits their personality.

Located in Reference: HF 5382.7.B64

Internet Resources

For Internet Sources on Careers see

<http://www.ferris.edu/library/VirtualRefDesk/General/career.html>