



Careers

→ BOOKS:

Books related to this topic can be located by doing a **Keyword** or **Subject** search in the [Library Catalog](#). The following are just a few of the keywords and subjects related to vocational guidance and career exploration that might help you in starting your research.

Vocational guidance	College majors	Career changes
Career development	Careers	Job hunting
College graduates-employment	Occupations	Resumes
Personality and occupation	Professions	Employment interviewing

To find a book on a specific career, search the library catalog by subject or keyword using the career name followed by “vocational guidance.” For example: nursing vocational guidance.

REFERENCE BOOKS:

Reference books are useful for overviews of a topic. The information is concise and often highlights specific aspects of a subject.

<i>American's 101 Fastest Growing Jobs</i>	Ref HD5724.A5818 2005
<i>America's Top 300 Jobs</i>	Ref HD5724.A587 2004
<i>America's Top 101 Jobs Without Four-Year Degrees</i>	Ref HD5724.F27 2005
<i>America's Top 100 Jobs for College Graduates</i>	Ref HD6278.U5F37 2005
<i>Encyclopedia of Careers and Vocational Guidance</i>	Ref HF5381.E52 2005 v. 1-4
Occupational Outlook Handbook	Ref HF5381.A1O36 2008-09
This is available online at < http://www.bls.gov/oco >	
<i>Best Jobs for the 21st Century</i>	Ref HF5381.15.F37 2006
<i>Top 300 careers</i>	Ref HF5382.5.U5A716 2006
Career Guide to Industries	Ref HF5382.5.U5C316 2006-07
This is available online at < http://www.bls.gov/oco/cg/ >	
<i>San Francisco Bay Area JobBank</i>	Ref HF5382.75.U62S5447 2007

→ DATABASES:

Magazine, newspaper and journal articles provide current information on your topic. The following are a sample of the many databases that the library carries. Save yourself some time; send articles to your e-mail account, and read them later. You can also search the databases from home, or any “off-campus” location. You will be asked to enter your name and seven-digit college ID number.

[Expanded Academic ASAP](#)

The contents of thousands of magazines and academic journals can be searched through either an advanced or subject search. An [Advanced Search](#) allows you to combine keywords to locate articles on specific aspects of a topic, such as, *engineers AND jobs AND forecasts*. You may also want to limit results of your search to “documents with full text” by putting a check mark in the box. On the other hand, a [Browse Subjects](#) search can help you narrow a broad subject like *engineers or engineering* by providing a list of subdivisions such as *vocational guidance*. From your list of results, you can also “limit to Full-text” articles and you can add more keywords in the “Refine Results” box.

[LexisNexis](#)

This database contains full-text articles from U.S. and international newspapers, magazines and trade journals. You can do an “Easy Search” by combining words and phrases in the search box. For example type *nurses and salary*, and click “Search” to get a list of results. Trade journals focus on matters concerning particular careers or industries. If you want to limit your search to trade publications, look to the left of your “Results” list at “Sources by Category,” where you should see a link to “Industry Trade Press.” The number of articles from that type of publication is indicated to the right in parentheses. Click on that link to limit your search.

LexisNexis is especially useful for finding articles from [The New York Times](#), the [San Francisco Chronicle](#) and the [San Jose Mercury News](#). You can link directly to these papers from the library’s database page.

[Web Sites](#)

Beware of the Web. If you’re not an expert on your topic, don’t just search using Google or Yahoo. Start by using the selective search engines listed under [Best Websites](#) on the Library’s website. To get there from the Library homepage, click on Research Aids on the left hand directory. These search engines will lead you to websites that have already been evaluated. You’ll get fewer, but better quality, sites. Try searching for your career choice by entering something like, *engineers and career*.

Some Specific Web Sites Related to College and Career include:

[Job Hunters Bible - Counseling](#)
[JobWeb for Students](#)
[O*Net online](#)
[Career Magazine Resource Center](#)
[Career OneStop](#)
[CaliforniaColleges.edu](#)
[EDD CA Labor Market Information](#)
[JobSeekers Advice](#)
[Bay Area Jobs](#)

www.jobhuntersbible.com/counseling
www.jobweb.com/students.aspx?id=188
www.online.onetcenter.org/
www.careermag.com/JS/CareerResources/
www.acinet.org/acinet/crl/library.aspx
www.californiacolleges.edu/career
www.labormarketinfo.edd.ca.gov/
www.jobseekersadvice.com/
www.bajobs.com/

ALWAYS REMEMBER TO ASK A LIBRARIAN IF YOU NEED HELP WITH:

- Developing a search strategy appropriate to your assignment and thesis.
- Evaluating your sources and finding additional research options.
- [Citing sources](#).