

Chapter 2

Understanding Yourself

You Already Know...

- there are many career possibilities
- everyone is interested in different things
- your skills and talents make you special
- everyone has a unique personality

You Will Learn...

- why you need self-awareness to set career goals
- why it is important to know your values
- how you can identify your interests and talents
- why you should consider your personality and learning styles when choosing a career
- why it is important to have a positive self-image

Personal Career Portfolio *Preview*

For your portfolio you will make a list of your values, interests, skills, and talents. As you read, think about what you will include in your list.





Before You Read

Draw From Your Own Background Draw a figure that represents you. Write words that describe you around the figure. Write as many different words as you can. Think about the kind of person you are. Think about what is important to you. Think about what you like to do.

Section 2.1

Getting to Know Yourself

Ready, Set, Read

Key Terms

self-awareness
values
interests
experiences
volunteer work
skills
knowledge
talents

Main Idea

You need to know yourself to choose the right career. You need to know your values, interests, skills, and talents.

Thought Organizer

Draw the chart below. As you read, write the definition of each key term. Then give an example.

Key Term	Definition	Example
values	things that are important to you	helping others
interests		
skills		
talents		

self-awareness ■ Knowing your thoughts, feelings, and actions.

Self-Awareness Means Knowing Yourself

There are so many careers. Which one is right for you? To answer this question, you need self-awareness.

Self-awareness means knowing your thoughts, feelings, and actions. Self-awareness is about knowing yourself. When you know yourself, you can make good choices.

It is up to you to choose your career and your path in life. Other people can make suggestions, but they should not make decisions for you.

To be self-aware, you need to know a lot about yourself. You need to know what things are important to you. You need to know what you like to do. You need to know what you do well. When you know these things, you can pick a career that is right for you.

Your Values Are What Is Important to You

You can become more self-aware by thinking about your values. **Values** are things that are important to you. Like lifestyles, values differ from person to person. Values help you make choices that are right for you.

You learn your values as you grow up. You learn them from your family, your teachers, and your friends. When you were a child, you probably learned the values of the adults you knew.

As young adults, we begin to choose our own values. We keep some of the values we learned in childhood. We also add some new values of our own.

You need to think about your values before you choose a career. Certain careers match up well with certain values. Certain careers conflict with certain values. You want to make a good match between your values and your career.

values ■ Things that are important to you.

Different Values Match Different Careers

Look at the values listed below. Which ones are most important to you?

- helping other people
- being part of a family
- earning a lot of money
- having good health
- being a spiritual or religious person

Try to decide which of these values are yours. Then think about which careers match your values.

While You Read

Visualize Think of two people who are important to you. Describe these people.

Helping Other People Is a Value Helping others is very important to some people. You can help people in many careers. You might help people stay healthy by working as a nurse or a physical therapist. You might help people feed themselves by working at a supermarket or a restaurant. You might help people learn by working as a teacher or teacher aide.

Being Part of a Family Is a Value Do you like to spend time with your family? Would you like to have a life partner? Would you like to raise children? If family is important to you, think about your family when you set your career goals. Choose a career that will allow you to spend time with your family.

While You Read

Connect Would you choose an occupation if it did not pay well?

Earning a Lot of Money Is a Value Will you need a lot of money to live the way you want? If so, you place a high value on earning money. You will want to learn about careers that pay well. If you want a simpler life, money may not be so important.

Having Good Health Is a Value When you are healthy, you enjoy life more. How important is your health to you? Do you take great care to stay healthy? Do you eat the right foods? Do you exercise?

If your health is important to you, you may not want to do some types of work. Some jobs are more dangerous to your health than others. Workers on some jobs breathe dangerous dust. Some workers must lift and carry heavy things. These types of jobs can cause health problems.

Having a Lot of Friends Is a Value Do you like to be around people? Do you want to have a lot of friends? Some people do. Others do not. Most people like to have at least one or two good friends. Friends may be members of your family. Romantic partners often consider each other best friends. School is a great place to make friends. There are many people your same age. You will also meet people at your job. Some of them may become close friends. You can meet people by pursuing your hobbies, too. For example, you might make friends when you join a club or team. You might make friends when you volunteer.

If having a lot of friends is important to you, you could look for a career where you can meet lots of people. You might also look for a career that will allow you to spend time with your friends.



Helping Others

Helping other people is important to Karine. She chose a career as a physician assistant so she could help hospital patients. **What other careers give you the opportunity to help people?**

Being a Spiritual or Religious Person Is a Value If spirituality or religion is important to you, you might want to work in a religious organization. Helping people is important in many religions. If helping others is important in your religion, you may want to choose a career that lets you help others.

Some people do not like to work where people do things that go against their religious beliefs. For example, some people do not like to work where alcohol is sold or used. You may not want to work on the days you attend religious services.

Study Tip

Before turning in an assignment, look it over a final time to catch any errors. When you look at something a second time, you can often find small mistakes that you did not see before.

You Should Be Proud of Your Life

When you live by your values, you can be proud of your life. Most happy people are proud of their lives. They take pride in their work. They enjoy what they do in their free time. They do not give up the values that are important to them.

Being proud of how you do your job is very satisfying. It carries over into other parts of your life. It makes you a happier person at home, too.

Your Interests Are the Things You Like to Do

interests ■ Things you like to do.

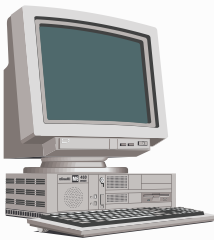
Understanding your interests is another part of understanding yourself. Your **interests** are things you like to do. Knowing your interests will help you choose a career. It will help you plan other parts of your life, too.

Look at **Figure 2.1** below. Do you share any of these interests? What interests do you have that are not pictured here?

Figure 2.1

Common Interests

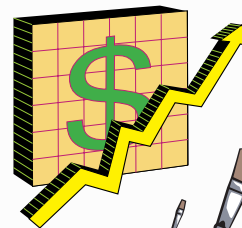
Computers



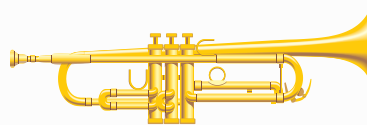
Nature



Business



Sports



Music



Art

Favorite Activities Interests can lead to careers. Name one career that relates to each of these interests.

Your Experiences Tell You About Your Interests

You can also figure out your interests by thinking about your experiences. **Experiences** are activities you have tried. You have tried many activities at school, at home and in your community, and maybe at a job.

experiences ■ Activities you have tried.

School Experiences You have had many experiences at school. What subjects have you taken in school? Which ones did you enjoy? Do you really like math? Or marketing? Or machine shop? There are many jobs in each of these fields.

Other school activities tell about your interests. Imagine that you join the photography club at school. You will learn how to take pictures and develop film. You may find you have an interest in photography. You might even like a photography career.

Home and Community Experiences You have also had many experiences at home and in your community. What activities do you enjoy with family members? What neighborhood activities do you like to do? Are there cultural activities that you enjoy? You see people doing many different kinds of work in your community. Do any of them have jobs that interest you?

Work Experiences You can also learn about your interests from the work that you do. Household chores are one type of work. Do you enjoy cooking, gardening, sewing, decorating, caring for pets, or repairing broken items? Many people earn a living doing such work.

Jobs are another type of work. They help you learn about a certain career and see if it interests you. You may find that you enjoy one part of a job but not another part.

Imagine that you work in a restaurant. You may find that you like helping customers. But you may not like preparing food.

Some young people try three or four types of work. This gives them a chance to see what interests them most.

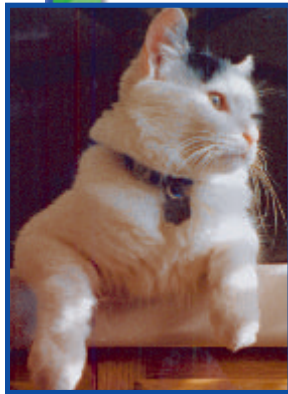
While You Read

Connect Think of two activities you have tried with your family.

volunteer work ■ Work you do without receiving pay.

Volunteer Work Is Work Experience Volunteer work is also helpful work experience. **Volunteer work** is work you do without receiving pay. Imagine that you volunteer at your local library. You will find out if you would enjoy working there full time. If you volunteer in a nursing home, you will see if you enjoy working with older people.

Point of View



Helping Animals and People

Tamara Johnson, a high school senior, volunteers at an animal shelter in Orlando, Florida. “I love cats and dogs,” she says, “but we can’t have pets at home because my brother has allergies. So I do my community service at the shelter.”

Because of her experiences at the shelter, Tamara began to think about a career working with animals.

“I got interested in watching the veterinary technicians treat the animals. I talked to them about their job and decided it might be a good match for me. Right now I’m applying to the veterinary technology program at Brevard Community College. In two years I would qualify to be a veterinary technician. It’s a satisfying career because you get to help both animals and people.”

It’s Your Turn Tamara’s volunteer work led to a great career idea. What volunteer activities could you do in your community to explore your interests?

For help completing this activity, visit ewow.glencoe.com/tips and click on the *Smart Tip* for the Chapter 2 *Point of View*.

Look at What You Do for Fun

How you spend your leisure time is another clue to your interests. *Leisure time* is free time that you use to do what you like. What do you like to talk about? What do you like to read about? What kinds of TV shows and movies do you watch? What do you want to learn more about? Your answers to these questions are your interests.

Hobbies Are Fun Activities Interest in a hobby can give you ideas for your career. A *hobby* is an activity that you do for fun. If you like woodworking, for example, you might consider a career as a carpenter. Do you work on your own car? Maybe a career as a mechanic is right for you. If you are good at a sport, you could train other people how to play that sport.

Trying things is the best way to see if you like them. The more things you try, the better you will know what you like to do. Then you will have a better chance of finding a career that will make you happy.

Interest Surveys Help You Learn About Your Interests

There is another good way to learn about your interests. You can take an interest survey. An *interest survey* is a list of questions about your likes and dislikes. An interest survey is not a test. There are no right or wrong answers.

The purpose of an interest survey is to learn which jobs would be right for you. Let's say you like animals. You might enjoy a career in farming or animal medicine. If you like cars, you might enjoy a career in manufacturing or auto repair. Take an interest survey and then look at the results. You might learn something new about yourself. You might discover interests you did not know about. You might get a good idea for a career. Your teacher or counselor can help you find out more about interest surveys.

While You Read

Connect Name a hobby you would like to try.

skills ■ Abilities to do specific tasks.

Your Skills Are Your Specific Abilities

You have looked at your interests. Now think about your skills. **Skills** are abilities to do specific tasks. A skill is something special you know how to do. Taking care of children is a skill. Operating a car or a wheelchair is a skill.

There Are Two Types of Skills

There are two types of skills. Job-specific skills are one type of skill. Job-specific skills are abilities you need to do a specific job. Using a table saw is a job-specific skill. Programming a computer is a job-specific skill.

While You Read

Connect List five of your strongest transferable skills.

Transferable skills are the second type of skill. *Transferable skills* are general abilities. Many transferable skills involve communicating and thinking. How many of these transferable skills do you have?

- reading
- writing
- adding, subtracting, multiplying, dividing
- listening
- speaking
- thinking logically
- thinking creatively
- making decisions
- solving problems
- picturing things in your mind

Transferable skills can also be *personal qualities*, or ways of acting. How many of these personal qualities do you show?

- responsibility
- self-esteem
- friendliness
- self-management (setting goals and reaching them)
- honesty

Build Your Skills Through Knowledge and Practice

Skills come from knowledge and practice.

Knowledge is understanding facts. *Practice* means repeating something again and again. You have knowledge about all kinds of subjects, not just things you have learned in school. You might know about languages, basketball, or music. You also have practice doing many activities.

When you put knowledge and practice together, you get a skill. So to improve a skill, you need to learn more and practice more.

You can build your skills in many places. You can build them at school. You can build them on the job. You can build them at home.

knowledge ■

Understanding facts.

Making Good Choices

Handling Job Competition

Sarah and Joo-Ri are good friends who have a lot in common. They both play the trumpet in band class. They both have a lot of experience baby-sitting their younger brothers and sisters. Last summer, Joo-Ri worked at her father's day-care center, while Sarah helped the neighbors with yard work. This summer, they are hoping to get jobs to pay for new instruments.

One day, Sarah sees a great job posting on the Internet. It is an ad for a summer counselor at a musical day camp. Sarah would love to have this job. However, Sarah thinks that her friend Joo-Ri might be better at this job because of her day-care experience.

You Make the Call Should Sarah tell her friend about the job? Why or why not?

For help in answering this question, visit ewow.glencoe.com/tips and select the *Smart Tip* for the Chapter 2 *Making Good Choices*.



Your Talents Are Your Natural Gifts

talents ■ Natural gifts.

Your **talents** are your natural gifts. A talent is the ability to do something easily or to learn something easily. The greater your talent for something, the easier it is for you to do.

To set career goals, you should be aware of your talents. You will be happier if you choose a career that lets you use your special talents.

There Are Three Types of Talents

There are three different types of talents. There are mental, physical, and social talents.

Mental Talents Involve the Mind Mental talents are talents that involve thinking and creativity. If you are good at writing, art, music, math, science, or any other subject, you have mental talents. Do you work hard in school? If so, your grades probably show your mental talents. If not, you may have more talent than your grades show. All jobs require mental talents, so it is important to work hard to develop them.

Your Natural Gifts

Everyone has different talents. Some people are good with plants and animals. Others have an excellent sense of touch or an eye for color. **How can you find out what your physical talents are?**



Physical Talents Involve the Body Physical talents are talents that involve using your body. If you are good at sports, dance, shop, gardening, or cooking, you have physical talents. Do you have steady hands? Are you strong? Can you run fast? Can you throw a ball straight? Can you move your hands and fingers quickly? These skills show physical talents. Many jobs require physical talents. You need physical talents to work as an athlete, sculptor, or gardener.

Social Talents Involve Getting Along Social talents involve getting along with other people. Most people can learn to get along well, but it is easier for some than for others. People with social talents understand others. They have a gift for saying things that make people feel good. Salespersons, social workers, and teachers are examples of people who need social talents.

Use Your Talents on the Job Most jobs require a mix of talents. For example, cashiers need mental talents to make change. They need physical talents to handle goods and use store machines. They need social talents to help customers and get along with their coworkers.

Understand Your Talents by Trying Many Things

You can learn what your talents are by trying many different things. Is a certain subject at school easy for you? Do you find certain tasks easier than others? Are you good at sports, music, art, repairs, or math? Are you good at talking to people or solving problems? By paying attention to what you can do quickly and easily, you will learn what your talents are.

Sometimes other people can help you see talents that you never thought about. Notice when people say you did a good job with a certain task. Listen to what people praise you for. Have you ever won an award? If so, you are sure to have a talent in that area.

While You Read

Connect List the social talents of three people you know.

Study Tip

Routines can help you stay organized. Organize your schoolwork in the same way each evening. That way you won't forget anything you need.

Section 2.1

Review

Check your answers online by visiting ewow.glencoe.com/review and selecting the Section 2.1 Review.

After You Read

Retell

1. Using your own words, explain why you need to understand yourself to choose a career.
2. Reread the first two paragraphs of the section titled Types of Skills. Retell the information in your own words.

Think Critically

3. You read that people with social talents have a gift for saying things that make people feel good. Give an example.

Math Practice

Answer the multiple-choice math questions at ewow.glencoe.com/math.

How Much Will Housing Cost?

Most Americans spend about 32% of their yearly income on housing. If you earn \$27,000 per year, how much will you need to spend on housing? Here's how to figure it out.

Step 1

Convert the percentage to a decimal.

$$32\% = 32 \times 1\% = 32 \times .01 = .32$$

Step 2

Multiply the decimal by your yearly salary.

$$\$27,000 \times .32 = \$8,640.00$$

Result

You will spend \$8,640.00 per year on housing.

Figure It Out

Most Americans spend about 17% of their yearly income on food. If you earn \$43,000 per year, how much will you need to spend on food?



Section 2.2

Being an Individual

Ready, Set, Read

Key Terms

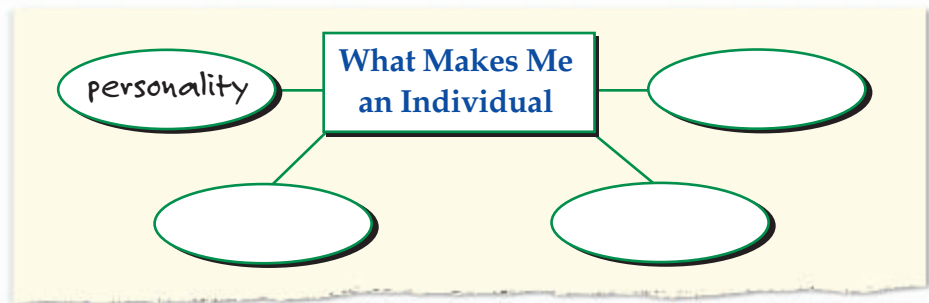
personality
learning styles
self-image
self-esteem

Main Idea

Everyone is different. Your personality and your self-image make you an individual.

Thought Organizer

Draw the chart below. As you read, fill each empty oval with one key term.



Your Personality Is How You Think, Feel, and Act

Everyone is different. Everyone has different ways of thinking, feeling, and acting. The way you think, feel, and act is your **personality**. Your personality is an important part of who you are. Understanding your personality will help you pick a career you will like.

personality ■ The way you think, feel, and act.

You Have a Unique Personality

Everyone is an individual. For example, some people like to talk. These people have outgoing personalities. Other people talk less. They often listen better than people with outgoing personalities. These people have quieter personalities.

Your Personality and Your Career When you know your personality, you can choose a career that will suit you. Do you like to talk to other people? If so, you might like a career as a salesperson, a tour guide, or a teacher. Do you prefer to spend time alone? If so, you might not enjoy these jobs. Instead, you might want to work with computers or cars or plants.

While You Read

Visualize Picture two people you know who have very different personalities.

Think of other parts of your personality. How do they make you suited for some jobs and not others? For example, let's say that you like routine. You find it satisfying to do the same tasks again and again, getting the task right each time. In this case, you might like to work on an assembly line or checking groceries. Let's say that you do not like routine. You like a variety of tasks. In this case, you might like to work in a busy office or retail store.

The Real You It is important to choose a career that fits your personality. Jo is outgoing and energetic, which is a perfect match for her career as a third grade teacher.

What careers might be good for a person who is quieter and prefers to work alone?



Learning Styles Are Part of Personality

How you think and learn is also part of your personality. The different ways people naturally think and learn are called **learning styles**. When you know your learning style, you can figure out the best way to learn something new. You can also figure out which jobs are right for you.

Read the descriptions of the eight different learning styles. Which one sounds most like you?

Verbal-Linguistic Learners Verbal-linguistic learners are good with words. They like to read, write, and tell stories. They are good at remembering names and dates. A verbal learner learns best by saying, hearing, and seeing words. Does this sound like you? If so, you might enjoy a career as a writer, a radio announcer, or a lawyer.

Logical-Mathematical Learners Logical-mathematical learners are good with numbers. They like to learn, do experiments, and solve problems. Does this sound like you? If so, you might enjoy a career as a scientist, a repairperson, or an accountant.

Visual-Spatial Learners Visual-spatial learners are good at imagining things. They like to draw, build, design, and create things. This makes them good at doing puzzles and mazes. They also have a talent for reading maps and charts. A visual learner learns well by working with colors and pictures. If you are a visual-spatial learner, you might enjoy a career as an architect, a designer, or an airplane pilot.

Musical-Rhythmic Learners Musical-rhythmic learners have musical talent. They like to sing, hum, play an instrument, and listen to music. They are good at remembering melodies and noticing rhythms. Musical-rhythmic learners enjoy careers related to music, such as guitarist, disc jockey, or music therapist.

learning styles ■ The different ways people naturally think and learn.

While You Read

Question What jobs involve reading maps or charts?

Study Tip

There is no “right” way to learn. Use your strongest learning style to help you concentrate and study. If you are an interpersonal learner, for example, try joining a study group.

Bodily-Kinesthetic Learners Bodily-kinesthetic learners like to touch things and move around. They are good at using their hands to do things such as craft projects and repairs. A bodily-kinesthetic learner learns best by touching objects and moving. Does this sound like you? If so, you might enjoy a career as a dancer, a carpenter, or a physical therapist. You will probably enjoy a career where you can move around or work with your hands.

Interpersonal Learners Interpersonal learners are good with people. They have social talents. They usually like having lots of friends, talking to people, and joining groups. They are good at understanding people, leading, and communicating. They are also good at helping people solve their problems. An interpersonal learner learns best by working with others. If you are an interpersonal learner, you might enjoy a career as a teacher, a psychologist, or a manager.

While You Read

Connect Do you prefer to study alone or in a group?

Intrapersonal Learners Intrapersonal learners are usually very self-aware. This means they know themselves well. They are confident about their thoughts and feelings. Intrapersonal learners often like to work alone and go at their own pace. They would rather learn alone than join a study group. Does this sound like you? If so, you might enjoy a career as a small business owner, a therapist, or a politician. You will want a career where you can express yourself. You may also like to work alone sometimes.

Naturalistic Learners Naturalistic learners enjoy nature. They like spending time outdoors and working with plants, animals, and the environment. They are good at hearing and seeing things in nature. Naturalistic learners often have collections of things. They are good at sorting things into different categories. A naturalistic learner would enjoy a career as an astronomer, a gardener, or a chef.

Use Your Learning Styles to Succeed

Strong learners are successful at school and at work. You can become a strong learner by understanding the way you learn best. You may be very strong in one learning style. You may be equally strong in two or three learning styles. Either way, you can use this knowledge about yourself to succeed.

Let's say that you are talented at learning new faces but have trouble learning names. You probably have a visual learning style. You can improve your learning by using your visual talents. When you meet a new person, you could write that person's name down in colored ink. You could make a sketch of the person's face or clothing. You could also create a mental movie of the person saying his or her name. You could play this movie in your mind when you need to recall the person's name.

Focus on what you do well. Use your learning style to succeed.



It's Your Decision

Make the choices that are right for you. This will help you feel happy with yourself and your life. **What are some things you can do to feel good about yourself?**

Your Self-Image Is How You See Yourself

self-image ■ How you see yourself.

Another part of you is your self-image. Your **self-image** is how you see yourself. It is how you picture yourself in your mind.

The way other people see you affects the way you see yourself. However, it is important to feel good about yourself even if other people are not friendly toward you. It is good to be aware of your flaws so that you can improve yourself. But do not let other people's words and actions damage your self-image. Remember that you have the right to be an individual.

When you are proud of yourself as an individual, it shows in your personality. You act yourself. You do not pretend to be something you are not. You like who you are, even if some people do not like you.

While You Read

Connect Do you have a positive or a negative self-image?

Your Self-Image and Work Affect Your Career

Your self-image affects the way you feel about yourself. It affects the way you act around other people. It also affects what you think you can do at school and at work. If you do not think much of yourself, you will have trouble setting career goals. You will have trouble succeeding in a career.

You want to have a good self-image. But it must be a true self-image. Know what you can do. Know your limits, too. Everyone has strengths and weaknesses. Be proud of your strengths. Be realistic about your limits. Do not pick a career based on a false image of yourself.

If you see yourself as a great athlete, you may decide on a professional career with a sports team. If you have the talent, this is a good goal. If you do not have the talent, your false self-image may cause you some trouble. Your career choice can cause you a lot of unhappiness.

Compare your self-image with how others see you. If you do not know how they see you, ask. This will give you a clearer picture of yourself. You can make good career choices if you know who you really are.

Self-Esteem Is Feeling Good About Yourself

It is important to have a positive self-image. When you have a positive self-image, you feel good about yourself. You can picture yourself doing what you want to do in life.

When you see yourself in your mind, do you like what you see? If so, you probably have high self-esteem. **Self-esteem** is a positive feeling about yourself. It is respect for yourself as a person.

Self-esteem gives you many advantages. It helps you feel confident. It helps you try new things. It helps you learn. It helps you get along with other people. It helps you succeed at school and on the job.

self-esteem ■ A positive feeling about yourself

Real-World Connection

Understanding Empathy

Each person has a unique way of communicating. This can sometimes make it hard for people to understand each other. To communicate well, it is important to use empathy. *Empathy* is caring about the feelings, thoughts, and experiences of others. Use empathy when you talk and when you listen. If someone makes you upset, stay calm and ask what the person meant to say. Communicating with empathy is very important on the job. It helps you get along with customers, coworkers, and supervisors.

Take the Next Step Interview an adult about good communication on the job. What should a worker do to communicate well with customers, coworkers, and supervisors?

For help doing this activity, go to ewow.glencoe.com/tips and find the *Smart Tip* for the Chapter 2 *Real-World Connection*.



Section 2.2

Review

Check your answers online by visiting ewow.glencoe.com/review and selecting the Section 2.2 Review.

After You Read

Retell

1. Reread the first paragraph of the section titled You Have a Unique Personality. What example does this paragraph give of people having different personalities?
2. Explain how learning styles can help you succeed. Use your own words.

Think Critically

3. Which learning style do you think is your strongest? Why?

Math Practice

Answer the multiple-choice math questions at ewow.glencoe.com/math.

Is It a Bargain?

You need a pair of work shoes that cost \$89.99. A store near you is selling the shoes at 20% off. How much will the shoes cost after the discount?

Step 1

Convert the percentage to a decimal.

$$20\% = 20 \times 1\% = 20 \times .01 = .20$$

Step 2

Multiply the decimal by the price of the shoes.

$$\$89.99 \times .20 = \$18.00$$

Step 3

Subtract the discount from the original price.

$$\$89.99 - 18.00 = \$71.99$$

Result

The shoes will cost \$71.99.

Figure It Out

The regular price of a set of pots and pans is \$119.99. A department store is offering the set for 35% off. How much will the pots and pans cost after the discount?



Construction and Maintenance Worker

Melissa Wood

Georgia



Career Cluster: Architecture and Construction



What does a construction and maintenance worker do?

“I’m the groundskeeper and maintenance worker for an apartment complex. I do all the maintenance work, even the electrical and plumbing.”

Why did you choose a career in construction?

“I’m a non-traditional person. I don’t like sitting behind a desk. I’m a bodybuilder, so I’m strong. When I was a little girl, my grandfather taught me about tools. I like construction work.”

What obstacles have you overcome?

“I had emotional problems and I couldn’t do numbers. I went to the New Choices for Women at the Goodwill Industries of Northern Georgia. They train women for nontraditional jobs. They taught me fractions so I could work in construction.”

What advice do you have for students?

“Don’t give up. Stay strong. Men in construction used to harass women. It’s better now.”

Construction and Maintenance Worker

Training

Construction and maintenance workers learn their work through on-the-job training and apprenticeship programs. A high school diploma is helpful.

Skills and Talents

Construction and maintenance workers need to be physically fit. They need good math skills, mechanical skills, and problem-solving skills.

Career Outlook

Employment for construction and maintenance workers should be good through 2012. Jobs vary by season and by area.

Learn More About It

Draw vertical lines on a piece of paper to make three columns. Label each column with the name of one career pathway in the architecture and construction career cluster. Work with a classmate to make a list of five jobs in each pathway.

For help with this activity, visit ewow.glencoe.com/tips.



Chapter 2 Review and Activities



Go to ewow.glencoe.com to find online games and activities for Chapter 2.

Key Term Review

self-awareness (p. 28)
values (p. 29)
interests (p. 32)
experiences (p. 33)
volunteer work (p. 34)
skills (p. 36)

knowledge (p. 37)
talents (p. 38)
personality (p. 41)
learning styles (p. 43)
self-image (p. 46)
self-esteem (p. 47)

Check Your Understanding

1. Explain why you need self-awareness to set career goals.
2. Tell why it is important to know your values.
3. List three ways to identify your interests and talents.
4. Explain why you should consider your personality and learning styles when choosing a career.
5. Describe why it is important to have a positive self-image.

Write About It

6. **Get to Know Yourself** You have read about understanding yourself. Now that you have finished reading this chapter, make a list of things that you still would like to learn about yourself. List four things you would like to understand better about yourself. Then write a short paragraph about an activity you could do to learn each of these things about yourself.

Role Play

- 7. Describe Yourself** Pretend that you are on a job interview. The interviewer wants to know more about you. Describe yourself to the interviewer. Tell him or her about your skills, interests, and talents. Explain how these could help you on the job.

Teamwork Challenge

- 8. Personality and Careers** Ask your partner about his or her personality. Which words does your partner use to describe his or her personality? Write these words down. Think of a job that might fit your partner's personality. Tell your partner about the job and the reasons it would be a good fit. Ask your partner to do the same for your personality.

Computer Lab



Make a Chart Use a word-processing program to make a chart with your top three learning styles. In the first column, list the learning style. In the second column, list the things you like to do using this learning style. In the last column, write down one job that would be good for this learning style.

Personal Career Portfolio

Personal Inventory Make a list of your values, interests, skills, and talents. Include values, interests, skills, and talents you have in school, at home, or at work. File this list in your Personal Career Portfolio.

Go to ewow.glencoe.com/portfolio for help.

