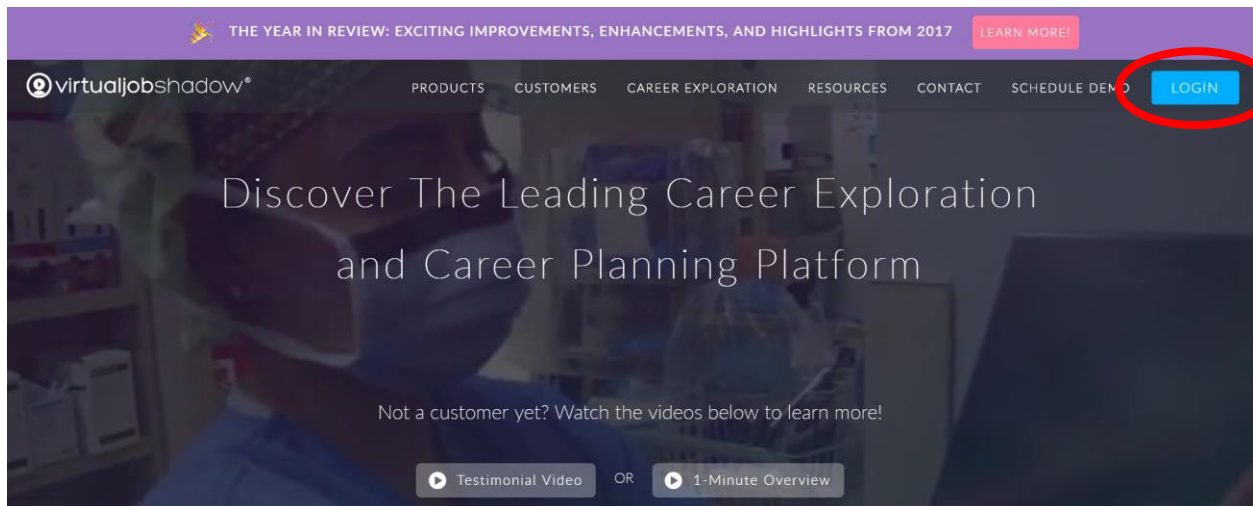


Virtual Job Shadow

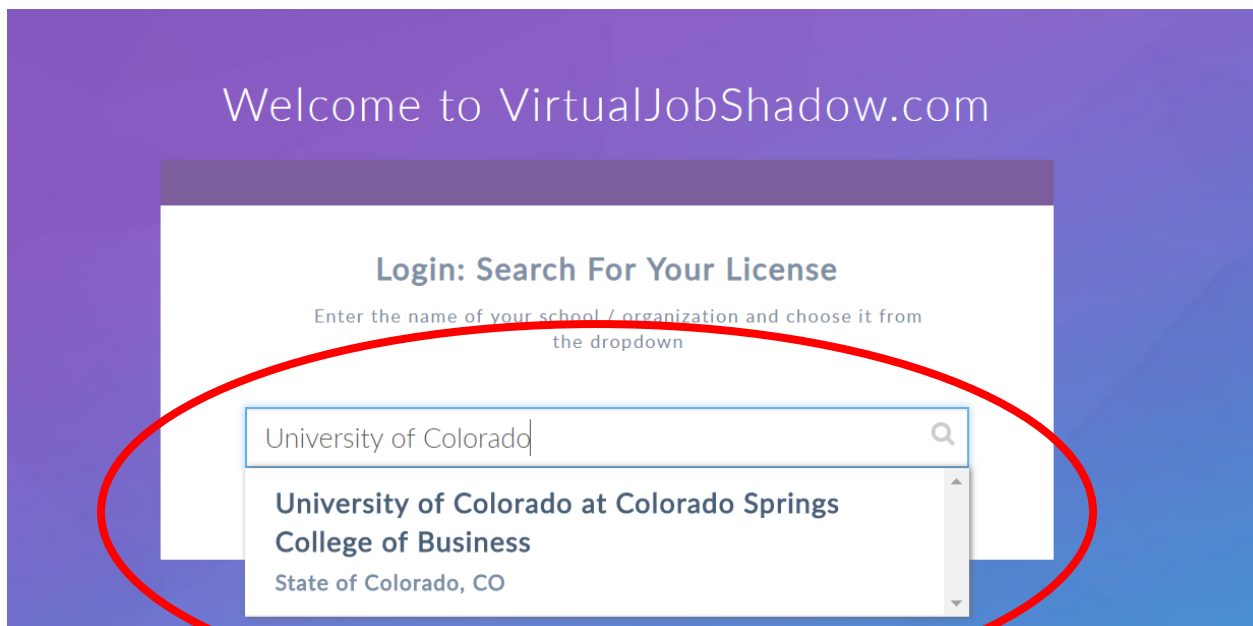
Login and Assessment Instructions

STEP ONE: Navigate to www.virtualjobshadow.com


STEP TWO: Click the LOGIN button on the top right corner of the screen.



STEP THREE: Type "University of Colorado" into the search bar. University of Colorado Colorado Springs College of Business will appear as an option. Click on University of Colorado Colorado Springs College of Business to proceed to the login page.



STEP FOUR: Enter your Login information. Your Username is your UCCS email address and your default password is everything before the @ in your email. For example, if your UCCS email is bsmith5@uccs.edu your username would be bsmith5@uccs.edu and your password would be bsmith5. You can change your password after you login.

Login  **COLORADO**
Department of Labor and Employment

Username

Password

Login

STEP FIVE: You are now able to complete the three assessments in Virtual Job Shadow. From the menu on the top of the page, select Tools – Assessments.

Careers ▾ Colleges ▾ Jobs **Tools ▾** Admin ▾ ? 🔔 🔍

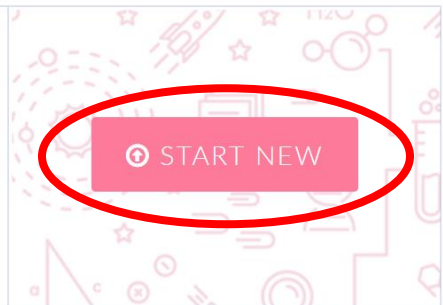
Welcome back,
MEGHAN STIDD

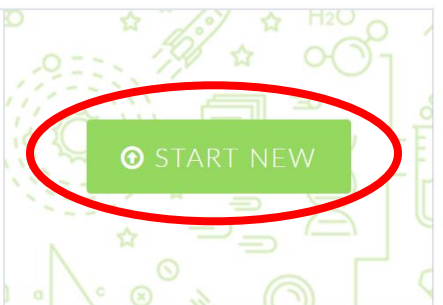
Kindergarten Teacher
Meet a person who dedicates her life to helping others achieve success. Janet Lovelace is a captivating leader whose passion, patience, and persistence makes her a dynamic kindergarten teacher.

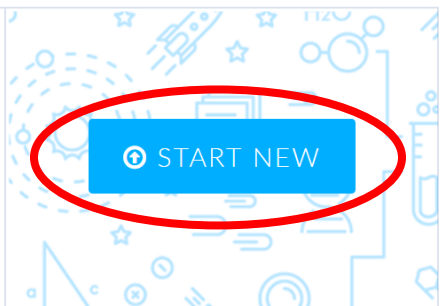
▶ WATCH NOW

STAFF PICK

STEP FIVE: There are three assessments in Virtual Job Shadow – Career Clusters Interest Survey, O*Net Interest Profiler, and O*Net Work Importance Locator. Complete each assessment by clicking the “Start New” button.

| | |
|---|---|
| <p>CAREER CLUSTERS INTEREST SURVEY™ (CCIS)</p> <p>This Survey matches a person's interests to career clusters based on the activities they most enjoy.</p> |  <p>START NEW</p> |
|---|---|


| | |
|---|---|
| <p>O*NET INTEREST PROFILER™ (O*NET IP)</p> <p>This survey helps you find out what your interests are and how they relate to the world of work.</p> |  <p>START NEW</p> |
|---|---|

| | |
|---|---|
| <p>O*NET WORK IMPORTANCE LOCATOR™ (O*NET WIL)</p> <p>The Work Importance Locator™ helps you learn more about your work values and can help you decide what is important to you in a job.</p> |  <p>START NEW</p> |
|---|---|

STEP SIX: Once you have completed the assessments, return to the assessments tab to view your results by clicking on the blue results tab under each survey. You have the option to download your results if you prefer.

CAREER CLUSTERS INTEREST SURVEY™ (CCIS)

This Survey matches a person's interests to career clusters based on the activities they most enjoy.




Career Clusters Interest Survey™ (CCIS) Jan 9, 2018 100%

[Download](#) [Results](#) [Delete](#)

O*NET INTEREST PROFILER™ (O*NET IP)

This survey helps you find out what your interests are and how they relate to the world of work.




O*NET Interest Profiler™ (O*NET IP) Jan 9, 2018 100%

[Download](#) [Results](#) [Delete](#)

O*NET WORK IMPORTANCE LOCATOR™ (O*NET WIL)

The Work Importance Locator™ helps you learn more about your work values and can help you decide what is important to you in a job.



O*NET Work Importance Locator™ (O*NET WIL) Jan 9, 2018 100%

[Download](#) [Results](#) [Delete](#)

STEP SEVEN: Your assessment results are all hyperlinked to provide you with career opportunities that align with your top career clusters, interests and values. Click on the hyperlinks in your survey results to learn more about career pathways that are a good fit for you.

Follow the links below to explore careers in that Career Cluster.

All results are hyperlinks. Click one to see recommended careers.

| | |
|--|----|
| Education & Training | 31 |
| Hospitality & Tourism | 29 |
| Government & Public Administration | 23 |
| Law, Public Safety, Corrections & Security | 23 |
| Human Services | 21 |
| Business Management & Administration | 20 |
| Arts, A/V Technology & Communications | 19 |
| Marketing, Sales & Service | 18 |

STEP EIGHT: Explore career pathways in all three assessment results. Click on a career title to learn more.

Career Central > Cluster > Business, Management And Administration

The image shows three career cards from a digital interface. Each card features a representative image and a title circled in red. The first card shows a young man in a futuristic suit with the title "Advertising Director". The second card shows hands using a magnifying glass over documents with the title "Auditor - Internal". The third card shows a Tommy Hilfiger clothing rack with the title "Brand Licensing Director".

STEP NINE: Watch the career video or click on the links on the menu to the left of the screen to learn specifics about a career pathway.

Click on any of these links to learn more about a career.

CAREER PROFILE

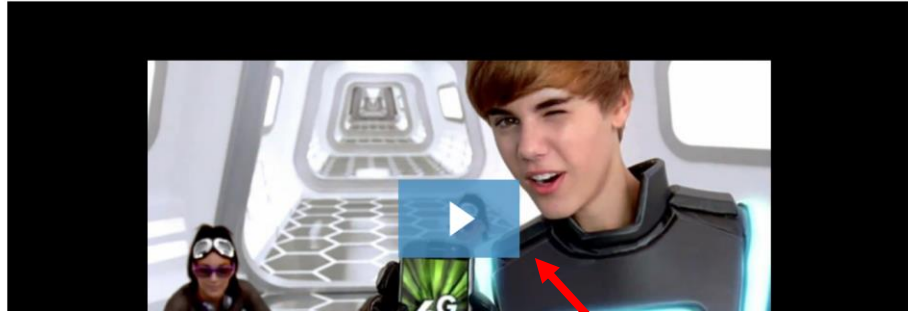
- < Career Central
- Job Shadow Video
- Q&A Videos
- Career Description
- Required Education
- Earnings
- Future Outlook
- Additional Links
- College Search
- Jobs/Internships
- Related Careers

ADVERTISING DIRECTOR

CHRIS MIHOCK, BEST BUY



♥ Add to My Careers + Add to My Playlist 📄 Take Pop Quiz 📖 Career Journal



Click to play a brief video.

STEP TEN: Play around in Virtual Job Shadow and have fun exploring your career options!