Innovative Tool Sports Familiar Name

Our new occupation-sorting tool is going to sport a familiar name - Occupation Sort. Many current features found in Occupation Sort are included in the new version. In addition, you will find significantly updated and enhanced capabilities. The new Occupation Sort will provide an opportunity for users of CIS to improve the quality and outcome of their career decision-making process.

2004 Occupation Sort Features:
Select your own sorting criteria or “factors” - You are able to select your own decision factors from a list of twenty-eight based upon what you feel is important in identifying occupations to explore further. You can alternately use the default set of factors in “Choose for Me” if you do not want to select your own. You are also able to sort on factors you want to avoid in an occupation.

Prioritize your factors - You can prioritize the factors you select, deciding which factor is most important, next most important, and so on, for the entire list of factors you select. In the “Choose for Me” option, the factors are prioritized for you.

Choose an acceptable range - You can designate an acceptable range for each factor. You can select an optimal value yet include values you are willing to accept. For example, on the Physical Activity factor, you can choose to look at occupations that require a high level of physical activity. However, you can also choose to include occupations that require a moderate level of physical activity. This introduces the idea of compromise. In the case of a factor you want to avoid, you indicate that “none” of the factor is desired in your list of occupations.

Colorful graphs and charts - Bar graphs indicate how many occupations remain on or off your list with each factor rating. You can also see how many occupations are eliminated from your list by the last choice you made. As in the current version of Occupation Sort, you can find out why an occupation has been removed from your list. Graphs will also indicate how well the occupation’s optimal level and range for a factor fit the your selected optimal level and range.

You can preview the beta-test version of Occupation Sort. Click on the “Preview the new Occupation Sort” graphic in the middle of the CIS for Internet homepage. Complete the survey as you log out.

Look for more information in the 2004 CIS Reference Guide. Plan on attending a fall workshop for a hands-on training. We think you’ll be pleased with the new look and feel of Occupation Sort!
Summer Release of My CRLE Planner

For much of the past year, Oregon CIS has been working on a major overhaul of the CRLE Plan Writer, and we will be ready to begin a phased-in release in the summer. The component’s name will be changed to "My CRLE Planner" to reflect its integration into "My Career Planning Portfolio." By providing access to it during the summer, teachers will have time to become familiar with the new interface and prepare for fall use.

The look and feel of My CRLE Planner will be akin to CIS for Internet. Navigation will no longer be driven by a pre-programmed process but by a sidebar menu. Students will be able to create pieces of their CRLE plans independently rather than incrementally, and steps can be eliminated or ignored when not needed.

Other feature changes will be available in this first release:
- Students will not have to sign in separately from CIS for Internet. They will use the same user name and password as My Career Planning Portfolio, and their personal information will be drawn from the portfolio.
- Students will be able to edit any learning objective text once selected into a plan. They will also be able to combine learning objectives from more than one set.
- Students will be able to store their final CRLE plans, including their reflections on the experience, and freeze their plan at that time. They will also be able to transfer the final plan file.

My CRLE Planner is modularized so modifications and customization are simpler. Its structure allows us to "plug in" and "select out" components. My CRLE Planner will meet Section 508 accessibility requirements.

Additional site editing capabilities and new administrative tools will be available in the release. These will include:
- Utilities for sites to customize their learning objectives and save their own plan templates.
- Editing of the Career-Related Learning Standards evaluated in the plan by template type rather than by school.

In the process of redesigning the software, we have reviewed a wide range of data sources that describe learning objectives, skills and knowledge, or work activities to determine the best option to the current sets of Specific Learning Objectives. We anticipate providing Oregon-specific learning objectives by including the Oregon Career Clusters and Pathways skills and knowledge sets as soon as the Oregon Department of Education has completed their development and review process. This will enhance your use in documenting extended applications and career-related learning standards.

With these enhancements, we believe that My CRLE Planner will be an essential part of your toolkit for addressing diploma and CAM requirements.

Planning Begins for CIS Fall Regional Workshops

Plans are under way for the CIS workshop in your region. CIS workshops are free, annual, regional gatherings for career professionals that highlight CIS products and services. New features and enhancements are explored and explained in detail. Fall 2004 Workshops will feature the new Occupation Sort, My Career Planning Portfolio enhancements, CRLE (My Career-Related Learning Experience) Planner, and new program features for CIS for Internet.

Workshop participants will:
- Obtain hands-on experience with the CIS components
- Learn about new features and enhanced CIS information, tools, and options
- Receive materials to train other staff and volunteers and to work with your students and clients
- Share methods and ideas with other participants

If you are a middle school or high school teacher or counselor, you will also learn how to meet CAM and diploma requirements using CIS. If you are a college or workforce specialist, you will learn how to address your employment and training priorities using CIS.

We are looking for your suggestions and ideas. Please send topics of interest, desired workshop dates or locations, and other suggestions that will make these workshops useful for you to Romella Lee, e-mail rlee@orsc.uoregon.edu, 541.346.2350 or 800.495.1266. The 2004 Fall Workshop schedule and online registration form will be available in August at the CIS website http://oregoncis.uoregon.edu/workshops.html
WANTED: YOUR OPINIONS

At Oregon CIS, your opinions count. In order to provide better information, services, and technical support, our staff members rely on your feedback. To gather this input from the schools, colleges, agencies, and businesses that use CIS, we conduct an annual online service survey that is now available at our website.

To access the survey, go to http://oregoncis.uoregon.edu/survey/. Use your Staff and Faculty Password to log on. Please be patient while loading the survey. Completing the survey takes from five to ten minutes.

We invite you to share our survey with coworkers that use CIS as well. If you have any questions or need your Staff & Faculty Password, contact Romella Lee at 800.495.1266 or e-mail her at rlee@orcis.uoregon.edu

We want to know how to serve you better.

FEEDBACK FROM STUDENTS....

“I think that this is one of the best places for teens only in the 6th grade and I know what they want to do. They can find out help and I really like this site. I’m the 6th grade and I thought I couldn’t like it do. They can find out what they can do. It’s helped me a lot. Thank you.” ... Joel

Thank you.” ... Ashlee

PRICE DROPS FOR CAREER TREK KIT

The cost for the current version of the Career Trek Kit (first released in 1999) has been lowered to $250. Career Trek is CIS’s elementary career awareness program and is designed to teach students in elementary grades about the world of work. Career Trek components can be integrated into existing curriculum, and the learning activities provide a simple way to extend a student’s career-related learning. School districts that wish to establish a comprehensive school counseling and career development program by going “full use” (they receive a 15% discount on their CIS software purchase) are required to purchase a Career Trek Kit for the elementary level.

As students use Career Trek, their career awareness broadens while they learn about many new career possibilities, discover connections between school and work, and fortify their understanding of why school is important.

While budget plans are being drawn, now may be a perfect time to think about going “full use” with CIS. If you would like to know more, call our toll-free line and speak to a User Services representative.

FOCUSING ON SPANISH RESOURCES

In every career development setting, practitioners are feeling the impact of a more diverse population. Culture and background impact career development strategies and processes since values drive personal career and educational planning. Language differences can create additional barriers to using appropriate career development tools.

The most frequent request Oregon CIS receives, in the form of feedback and suggestions, is for Spanish language tools. Sharing this need with POCI (the Partnership for Occupational and Career Information, a cooperative effort of CIS, the Employment, Education, and Community College and Workforce Development departments) has generated a commitment to a joint effort to address Spanish career resources in an informed way for Oregonians. To that end, several focus groups are being planned to help us better understand the actual needs of the Spanish speaking “customer” groups and the key types of career services and products that would be of greatest value in Spanish. Input gained through these focus groups will be used to plan and develop Spanish career resources.

People who have expressed an interest in Spanish language products will be contacted for the focus groups. If you would like to participate, contact CIS User Services at service@orcis.uoregon.edu. The schedule and location of the focus groups will be determined once the participants have been identified.

PLANNING YOUR BUDGET?

FEE WORKSHEETS NOW AVAILABLE

Do you need FY 2004-05 fee information for your site? In April, the User Services staff sent individualized fee worksheets to nearly every school in Oregon. If you haven’t received a fee worksheet and would like to be sent this information, please contact us at 800.495.1266, or send an e-mail to chawkins@orcis.uoregon.edu

All fee quotes will be e-mailed or faxed directly to you upon your request.

BUDGET CONCERNS? THINK SPONSORSHIP!

The CIS Board’s Sponsorship Committee has been looking into ways to help sites pay for CIS when the budget for software and curriculum materials shrinks. The result is a website that has been targeted to assist schools in securing sponsors for CIS at the local level.

The information on the site includes strategies and tips for establishing a sponsor base. Additionally, schools have been provided with access to sample documents that are commonly used in soliciting sponsorships. The materials are available online at http://oregoncis.uoregon.edu/sponsorships
In Recognition of Excellence

The CIS Board announced its 2004 awards during March and April. The board recognizes outstanding professionals annually through its awards program, established in 1987 to recognize individual and organizational excellence in career development practices. Service, leadership, innovation, and commitment were once again emphasized in this year’s nominees.

CIS Board Award for Emerging Leaders

MT Dimick, Health and PE Instructor, McLoughlin Middle School, Medford School District.

MT’s work during the past year exemplifies program development and leadership for middle school career exploration. In the program that MT developed for all 535 eighth graders at McLoughlin Middle School, students are learning to think about their interests and explore possibilities through those interests. Self-awareness, research, and decision-making skills are fostered, which in turn facilitate high school planning and postsecondary preparation. Assistant Principal Jean White explains that the program MT developed provides a model for the other middle school in the district. She notes, “MT has been a role model to the other teachers, sharing her enthusiasm, her commitment, and her expertise.”

Nancy Hargis Award for Leadership in Career Development

Graham Slater, Administrator, Oregon Employment Department, Workforce and Economic Research.

If you have attended a labor market session at a career-related professional association conference in Oregon, you may have had the pleasure of hearing Graham talk about Oregon’s workforce. Leading the sizeable research and data collection efforts at the Employment Department, Graham cares passionately about communicating what we know about work and employment in Oregon to those who need to know it. He works closely with Oregon CIS in fostering the creation, distribution, and use of occupational information. As a CIS Board member for six years, until fall 2003, he led efforts for studying funding alternatives for CIS and licensing CIS for the Employment Department field offices. Partnering with CIS and other key state agencies, he helped create the Partnership for Occupational and Career Information (POCI) to promote communication, non-duplication, and enhanced access of career and educational planning tools. Graham’s trademark style, energy, knowledge, and British accent make him a popular presenter and a respected leader. He is a visionary, collaborator, and problem-solver who has made a difference in the career development of Oregonians.

Shannon DeLateur Award for Career Achievement

Greg Harpole, Administrator (retired), Oregon Department of Education.

Quietly retiring last year, Greg left the field of education, having served at all levels. Classroom teacher, community college instructor and administrator, and state education leader, Greg promoted career development and career information in all of these roles. Behind the scenes, he championed tech prep, career education, and CIS use. He sought out best practices in career and professional technical education. He served as a CIS Board member and was a founding member of the Partnership for Occupational and Career Information (POCI). His hard work, dedication, and support will be missed.

CDF Training Offered

Chemeketa Community College is now accepting pre-registrations for next year’s Career Development Facilitator (CDF) Training. This training is targeted toward career development professionals who are interested in getting the internationally recognized CDF credential. You will improve your skills in establishing helping relationships, applying career development models, utilizing the latest career assessment and labor market tools, developing and facilitating effective workshops, and helping individuals improve their job search techniques.

The weekend format (one weekend a month) allows professionals from many areas of the state to come together to share best practices, gain new skills that are immediately applicable in their work, and have fun doing it. Pre-register early, as enrollment is limited. For more details about this training, you can visit the website at www.careerdevelopmentfacilitator.com or call Darlene Fritz at 503-399-6981.