

Ciara Sample

Free Trial: Ireland report

Your Feedback

A	The MyCareerChoices Programme
B	Interest Profile and Overall Match
C	Careers Selection Worksheets
D	Subject Selection and Availability Charts
E	MyAptitude Results

How to use your MyCareerChoices Feedback

F	The Mind Map
G	My Action Plan
H	Careers Analysis Forms
I	School Leavers Programmes

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The MyCareerChoices Programme

The MyCareerChoices programme has been designed to help you consider and explore in greater detail your future career possibilities, as well as post-16 subjects, which will meet the requirements for higher education or other routes into your lifelong career path.

A number of different personal factors are considered when focusing on future careers. **MyCareerChoices looks in particular at three.**



Your Interests

Provides pointers towards careers areas which are concerned with issues that attract your interest and motivate you. The work and tasks you undertake in these areas are likely to make demands which you will find worthwhile, fulfilling and satisfying.



Overall Match

Looks at a broader set of interests, which you will also need, when considering in greater detail the demands a particular job will make.



Your Abilities

Will help you to understand if you are likely to have or be able to obtain the qualifications needed to train and develop the skills required for the job.

The purpose of this workbook is to draw these three strands together as you select post-16 subjects. The knowledge you gain about your own interests and strengths will lay the foundations so that you will make informed decisions about potential future careers and courses. It will give you focus and a stronger sense of direction.



INTEREST PROFILE AND OVERALL MATCH

What is the Interest Profile

Your Interest Profile, shown on the next page, is based on your responses to the questionnaire and displays your key **occupational and academic interests** in descending order of importance. If you can base your choices upon your stronger interests, you are more likely to gain satisfaction and enjoyment from your education and work.

The Profile represents the present state of your interests. Although these may still develop and evolve over the next few years, possible as a result of periods of work experience or through careers talks or visits, many are still likely to appear high in your Profile even later in your life, Some, however may disappear depending on your final post 16 Subject choices.

How are Interest Level and Overall Match measured

Interest Level or Overall Match	Scores
'Very high'	90% - 100%
'High'	70% - 89%
'Moderate'	50% - 69%
'Marginal'	30% - 49%
'Low'	10% - 29%
'Very Low'	0% - 9%

How can I use it?

Strong interests can make excellent 'building blocks' for future educational courses and for careers. They may be used individually or in combination with one another and can also provide the driving force for courses of higher education. They should also match your special skills, academic abilities and personal qualities

Are all the top careers areas realistic options for me?

Not all strong career interests are realistic or wise as career foundations. Some may be best kept as hobbies or pastimes. Others may be ruled out through lack of adequate ability in essential subjects; or by health factors; because they would not provide your required lifestyle; possibly due to severe competition for jobs/places or also a lack of relevant employment opportunities.

What is Overall Match?

In addition to your interest in a particular broad careers field, the programme checks your **Overall Match** for it. The Overall Match is calculated by averaging the main interest score for each career area and five relevant supporting interest scores which are known to be important in meeting its main requirements. These appear in the bar graph displayed on the top right-hand side of each set of worksheets.

What does Overall Match tell me?

Overall Match scores of 70% or above, which are coloured green, are probably acceptable in supporting most career fields - 80%, 90% and 100% matches are better still . Lower scores need to be looked at carefully, even if the main interest level score is high.

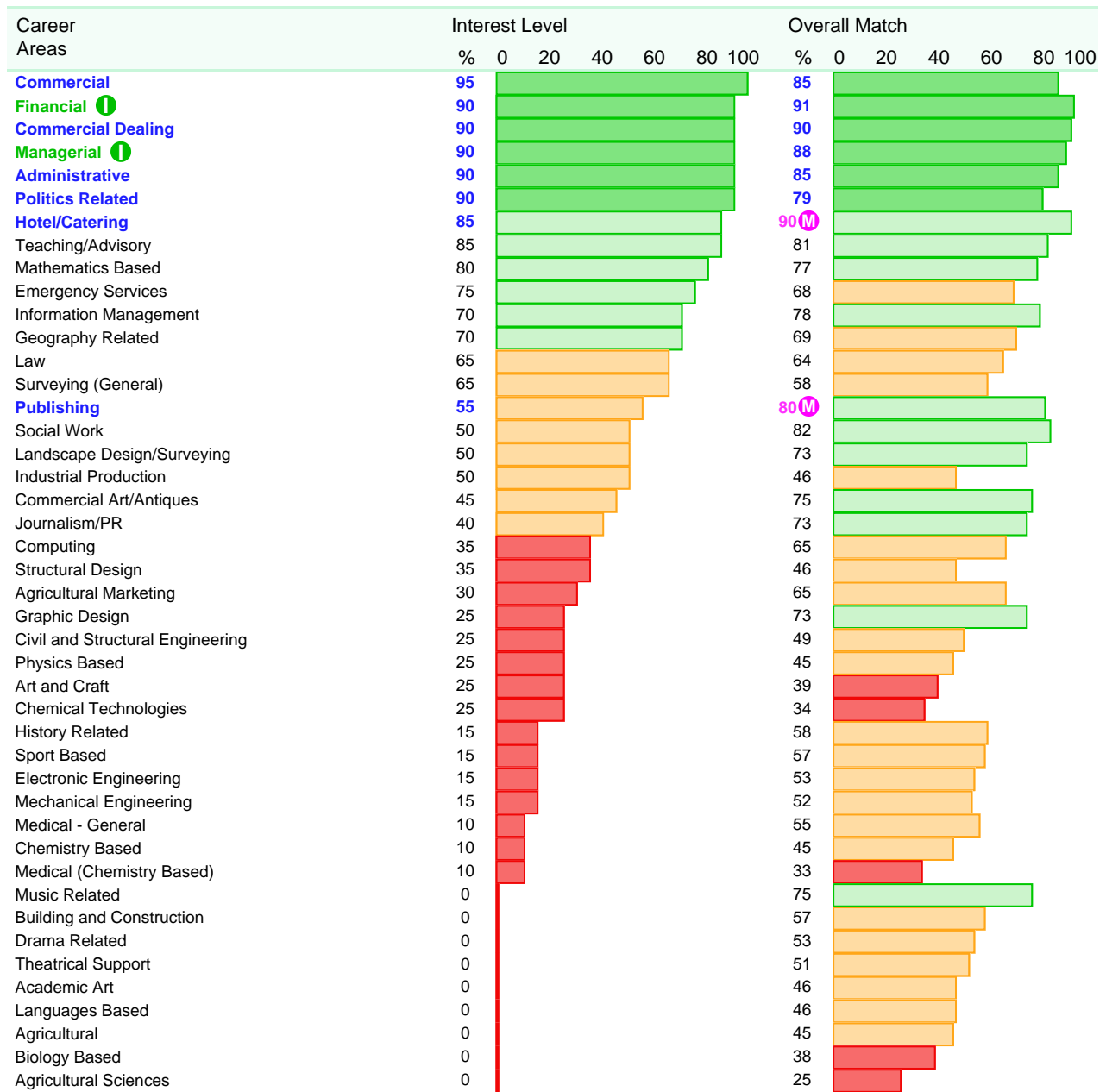
Where an **D** is shown next to the Overall Match in the Interest Profile, this indicates that even though the career area appears lower down in your Interest Profile it has a high Overall Match. We recommend that any such career areas are worth consideration and have therefore been included in your workbook.

-Disclaimer

The careers listed in this MyCareerChoices workbook are entirely dependent on the way you completed the questionnaire. The objective was to give you a broad range of career options in alignment with your stronger interests. It is essential that you thoroughly research the nature of any careers that you are drawn to, their entry requirements and the likely demands they would make on you personally and academically - before you make any firm decisions. Your final selection of career path must always be your own responsibility, and My Future Choice Ltd cannot accept responsibility for any of your eventual choices.

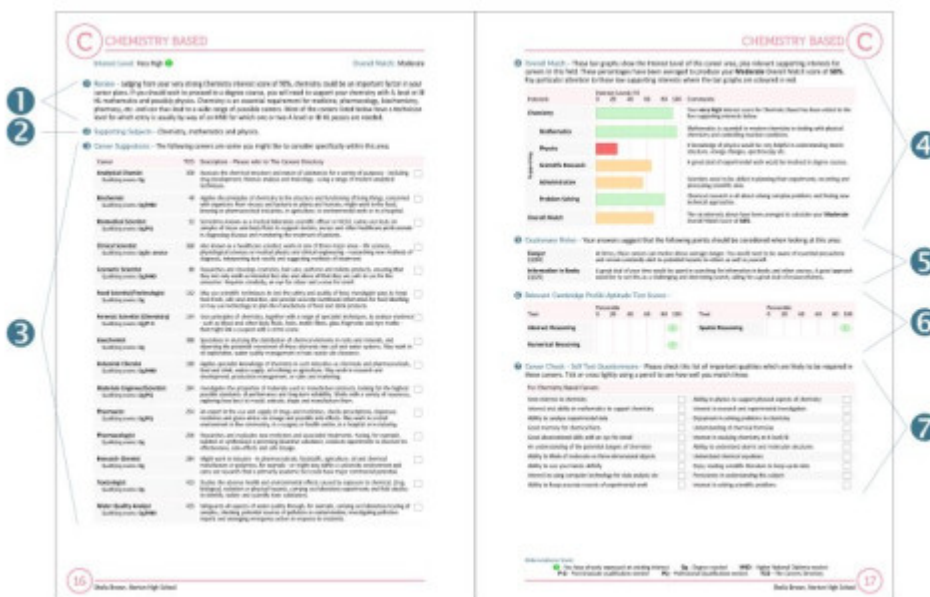
INTEREST PROFILE AND OVERALL MATCH

This profile provides an overview of your interests and the overall matches which support these. The 51 occupational or academic interest areas are listed in descending order of interest. The top six or so of these (highlighted in blue) have been used in the selection of the career area worksheets for study in Section C.



- I Indicates an area you have already identified as a possible interest.
- M Indicates a strong Overall Match, suggesting that this career area is worth consideration.

The Careers Selection Worksheets, which follow, provide the basis for your career exploration. Each worksheet consists of two facing pages and is divided up as follows



1 Review

This discusses general requirements of the careers listed on each of the worksheets. It spells out important post-16 subject requirements and possible higher education pathways and should help you to appreciate that interest alone in a careers field is insufficient without the support of a number of other relevant subjects.

2 Supporting Subjects

This summarises important academic subjects needed for each group of careers. This information also appears in Section D in the Subject Selection Chart for all groups considered in the worksheets.

3 Career Suggestions and Brief Descriptions

This is the starting point for your research and investigation. Each set of the worksheets shows a representative list of careers together with their approximate academic/professional requirements.

4 Overall Match

This is intended to provide a broader indication of your suitability for a career, than one based on the main career interest alone. These bar graphs assess the effect of specific supporting interests and skills likely to be important for each careers field. These are shown as percentages and then discussed in terms of its importance for the careers concerned. An average of the main interest and of these supporting interests or skills gives you your own personal **Overall Match** score. The bars follow the same colour coding as traffic lights; ■ green - a high score - go ahead; ■ amber - a moderate score - take care; ■ red - a low score - stop and investigate carefully.

5 Cautionary Notes

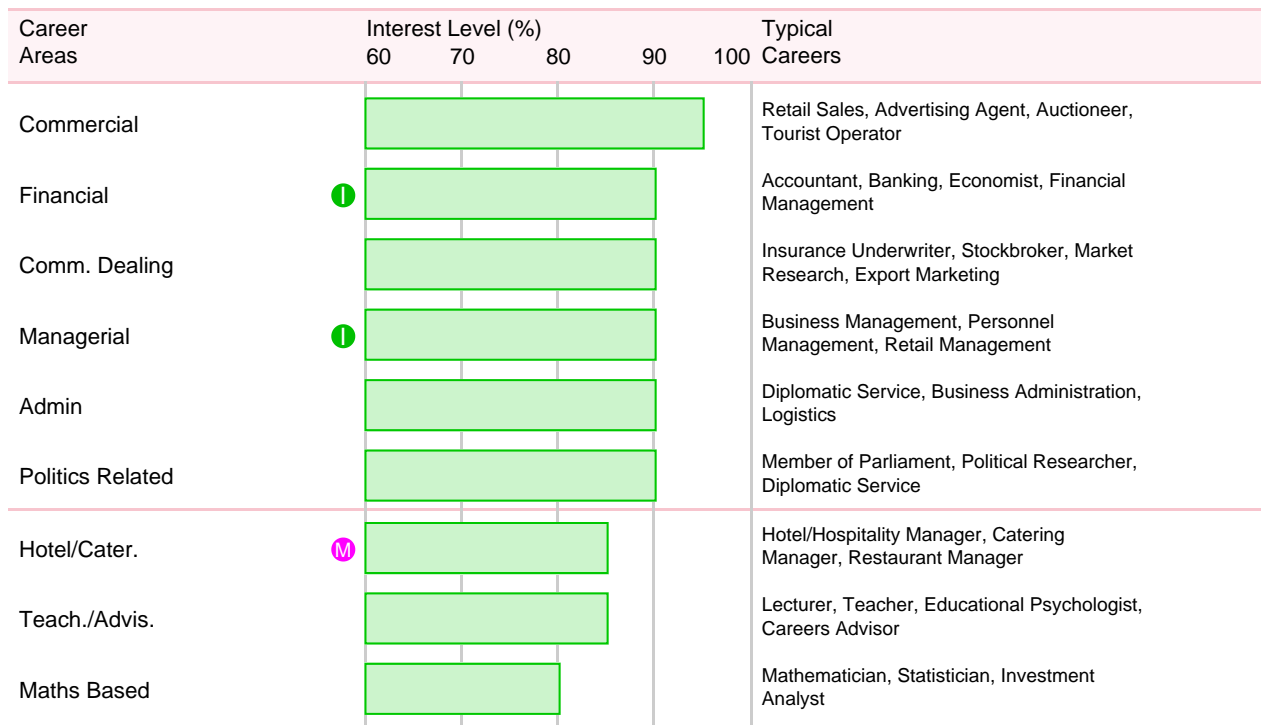
When any of your answers to the questionnaire raise important issues, Cautionary Notes are printed where their significance is explained. These comments refer to the relevant questions to which you answered 'No' in the questionnaire. You should consider these points as you complete the Career Checks - and as you think through the comments in the Overall Match section.

6 Relevant MyAptitude Test Scores

7 Career Check

This simple questionnaire provides you with a list of interests, skills and personal qualities which are likely to be needed for the careers listed on each worksheet. Please tick and discover whether you feel generally suited to any given career area or not. Pencil marks are suggested since you may wish to go over these questions several times and change any of your earlier responses.

From **Your Interest Profile**, the most suitable career areas have been selected for closer investigation and are printed in the remainder of Section C. These are illustrated in the bar graph below:



① Indicates an area you have already identified as a possible interest.

Ⓜ Indicates a strong Overall Match, suggesting that this career area is worth consideration.

Subject Selection

One of the most important tasks you will have to face is to select suitable subjects for next year (IB). At this stage, from your answers to the questionnaire, you appear to be interested in the following subjects. (Interest levels are shown in brackets)

Economics/Business (90%) Home Economics (85%) Mathematics (80%) Geography/Geology (70%)

It is important to look at the full range of subjects available at your school or college next year and to ensure that you are aware of the subjects which may be essential for the courses and careers you may eventually wish to follow. **The Subject Selection and Subject Availability Charts** (Section D) help you decide the best possible subject combinations which will meet the majority of your most likely future career and HE course needs. Ideally you should choose those subjects where your interests are greatest and you are likely to achieve sound results.

How do I use all this information

This information is provided for you in two ways: online and in this report. In this report you can see The MCC Mind Map (Section F), which illustrates how all the information works together. The Career Analysis Form (Section H) in this report is where you can make notes on any jobs you are researching.

Online, in your Student Portal You have access to your **Interest Profile** of Careers Areas, listed in descending order of interest. You can explore any CAREER AREA and see how well you match it by looking at: **Overall Match, Cautionary Notes** and **Career Check**.

You can choose from jobs listed and find out more about particular 'jobs' within a broader Careers Area. Use the online **Career Descriptions (WORKBRIEF)** to ask important questions and find out more.

Having done initial research, you can complete your **Personal Reflection** – this gives you an opportunity to make notes on: your thoughts: preferences, why these ideas appeal, courses you are thinking about. It will be a useful document to help you to prepare for any guidance interviews.

The **Action Plan** will help you to note the actions you plan to take or that you have agreed in a guidance session.

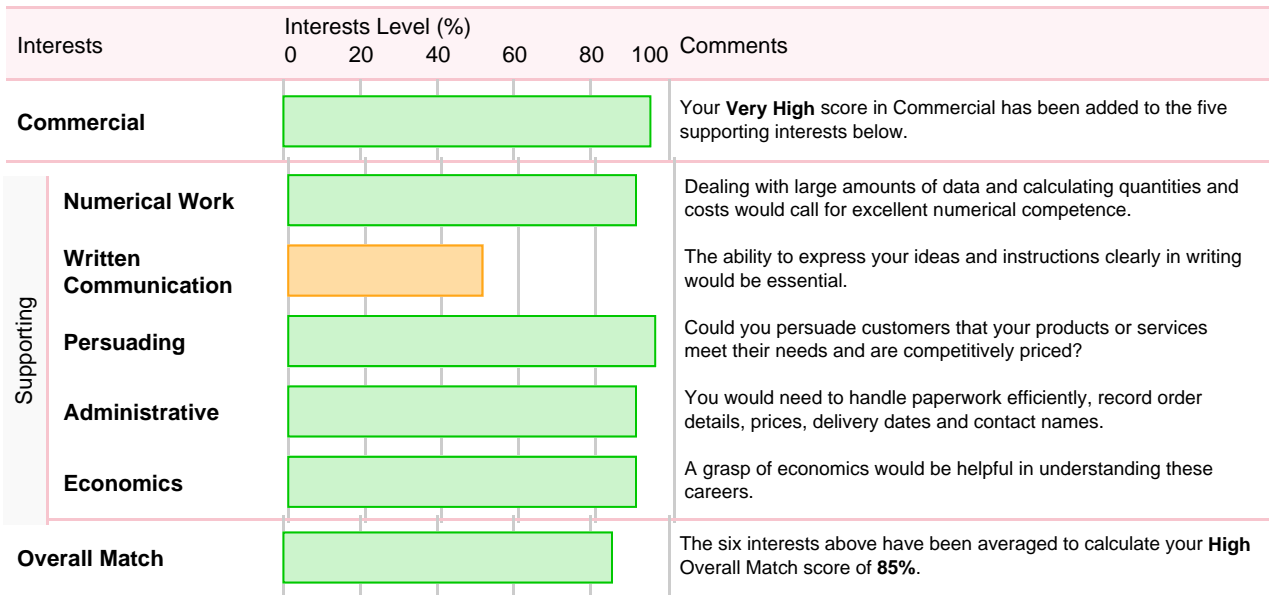
Interest Level: Very High

Overall Match: High

- 1 **Review** - Your Very High score of 95% indicates a very strong interest in work involving 'buying and selling'. You could prepare for this sort of career via a business management, commerce, marketing or economics degree or HND but a wide range of other arts or science courses could lead into this kind of work eventually. Although most of the careers listed can be entered on the basis of pre 16 subject cores and/or IB scores, there is no doubt that the career prospects are generally much better for graduates.
- 2 **Supporting Subjects** - Arts/sciences.
- 3 **Career Suggestions** - The following careers are some you might like to consider specifically within this area.

Career	Description - Please refer to WORKBRIEF	
Retail Sales Manager Qualifying exams: Dg HND Job	Manages and co-ordinates the activities of their sales staff and meets important customers, negotiating prices or contracts, discussing the pros and cons of products or services, attending exhibitions to display products, maintaining good relations with clients and an efficient customer service.	<input type="checkbox"/>
Technical Sales Manager Qualifying exams: Dg HND Job	Involves science-based or technical products and therefore, the provision of a service in which technical factors are discussed and alternative products, advantages or disadvantages considered. Managers will ideally have a specialist knowledge of their product field, eg electronics, chemicals, medical drugs etc.	<input type="checkbox"/>
Sales Executive Qualifying exams: Dg HND Job	Promotes products and services to customers and negotiates contracts with the aim of maximising sales profits, usually acting as the key point of contact between an organisation and its clients: answering queries, offering advice and introducing new products.	<input type="checkbox"/>
Advertising Executive Qualifying exams: Dg HND PQ	This is a generic term covering a range of more specific occupations within advertising, from Account Executive to Account Planner, Art Director, Copywriter, Media Buyer or Media Planner.	<input type="checkbox"/>
Estate Agent Qualifying exams: Dg PQ Job	Acts as negotiator between sellers and purchasers of residential, industrial and commercial property or land; normally acts for the seller (vendor), taking a percentage of the selling price after completing a sale; might also deal with the letting and management of properties.	<input type="checkbox"/>
Auctioneer Qualifying exams: Dg PQ Job	Organise and conduct sales of property, possessions of all kinds and livestock by the auction technique in which potential buyers bid against one another until only one final bid remains. Auctioneers are usually qualified as surveyors.	<input type="checkbox"/>
Travel Agent Qualifying exams: Dg HND Job	Sells holidays on behalf of tour operators, together with air, ferry, train and coach tickets, hotel reservations, car hire services, tours and expeditions, theatre seats and insurance. Might work with the general travelling public or specialise in services for business customers.	<input type="checkbox"/>
Tour Operator Qualifying exams: Dg HND Job	Devises, arranges and promotes holiday and travel options - from mass-appeal seaside packages to niche operations for special interest groups - selling products through travel agencies or direct to the customer by means of advertisements, brochures and websites.	<input type="checkbox"/>
Telesales Qualifying exams:	Those who work in Telesales try to sell services/products to people by ringing them at home or at work. They usually describe the service/product they are offering and arrange an appointment whereby a salesperson will call on the prospective customer.	<input type="checkbox"/>

4 Overall Match - These bar graphs show the Interest Level of this career area, plus relevant supporting interests for careers in this field. These percentages have been averaged to produce your **High** Overall Match score of **85%**.

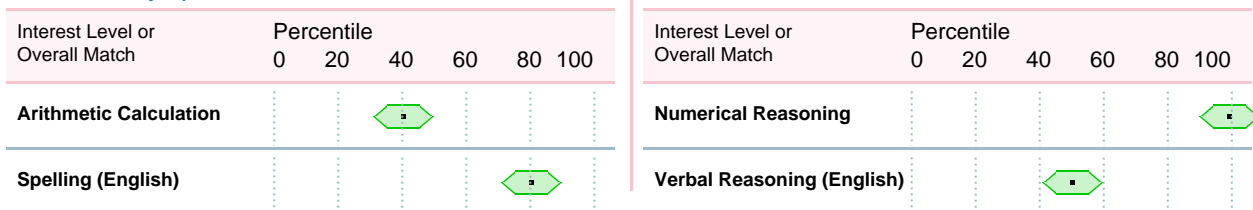


5 Cautionary Notes - Your answers suggest that the following points should be considered when looking at this area:

Officework (Q50) Much of your time would be spent working in an office, in clerical or administrative tasks. Many people think this would be boring or too confining, yet it is from offices that many of the most exciting international companies and industries are controlled. The office is merely a place where things get done in a convenient way.

The full list of cautionary notes for this student is available within MyHQ for staff and within MyCareerChoice for the student

6 Relevant MyAptitude Test Scores -



7 Career Check - Self Test Questionnaire - Please check this list of important qualities which are likely to be required in these careers. Tick to see how well you match these.

For Commercial Careers			
Enjoy selling and bargaining over prices	<input type="checkbox"/>	Ability to think clearly in mental arithmetic	<input type="checkbox"/>
Ability to speak convincingly	<input type="checkbox"/>	Possess an analytical, problem-solving mind	<input type="checkbox"/>
Wish to meet the needs of clients	<input type="checkbox"/>	Ability to explain your products or services clearly	<input type="checkbox"/>
Wish to establish good relationships with clients	<input type="checkbox"/>	Willingness to travel and be away from home	<input type="checkbox"/>
Ability to accept criticism or rebuffs without stress	<input type="checkbox"/>	Having a good memory for prices	<input type="checkbox"/>
Skill at writing reports regularly	<input type="checkbox"/>	Being tolerant and tactful with difficult people	<input type="checkbox"/>
Having a good memory for names	<input type="checkbox"/>	Interest in modern IT systems	<input type="checkbox"/>
Interest in estimating costs of products or services	<input type="checkbox"/>	Interest in international trade and export	<input type="checkbox"/>
Enthusiasm for your product or service	<input type="checkbox"/>	Desire to find new outlets for your products/services	<input type="checkbox"/>
Observe and react to competition and market trends	<input type="checkbox"/>	Motivated to get a part-time job in shop	<input type="checkbox"/>

Abbreviations Used:

Dg - Degree HND - Higher National Diploma Job - Job specific PQ - Professional Qualification

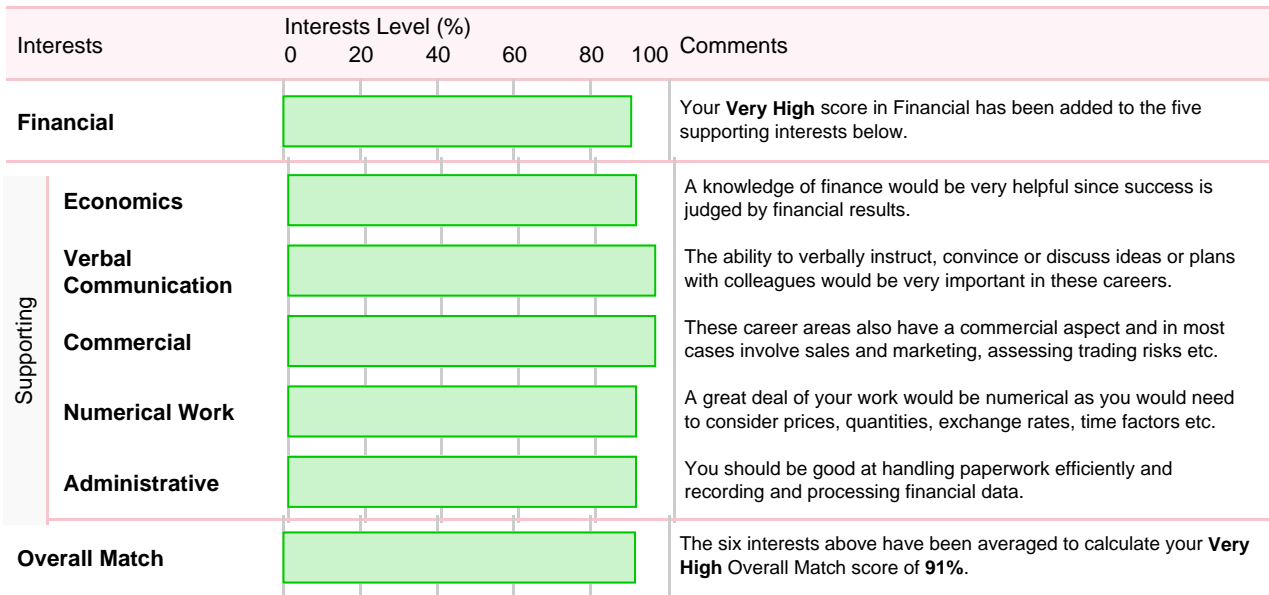
Interest Level: Very High

Overall Match: Very High

- 1 **Review** - Your Very High score of 90% indicates a very strong interest in financial matters which could make some of the careers listed worth considering. No specific IB subjects are required but mathematics could be helpful for some degree courses. You could consider either direct entry into any of them or taking a suitable degree or HND course in eg economics, management sciences, accountancy, finance or other subject.
- 2 **Supporting Subjects** - Arts/sciences. Mathematics essential.
- 3 **Career Suggestions** - The following careers are some you might like to consider specifically within this area.

Career	Description - Please refer to WORKBRIEF	
Accountant Qualifying exams: Dg PQ	Works with financial and management information, using specialist knowledge to advise on matters ranging from basic bookkeeping to audit (independent assessment of a client's financial position), taxation, management consultancy and corporate financial planning.	<input type="checkbox"/>
Accounting Technician Qualifying exams: PQ Job	Works alongside a professionally qualified accountant in such activities as keeping financial records, auditing accounts, preparing tax returns or providing information for management reports. May be responsible for a payroll or credit control system.	<input type="checkbox"/>
Merchant Banker Qualifying exams: Dg Job	Specialises in new share issues, company flotations on stock exchanges, takeovers, raising venture capital, advising on financial planning and investment.	<input type="checkbox"/>
Banking Executive Qualifying exams: Dg HND PQ Job	These work for clearing banks (or high street banks) dealing with the financial withdrawals and deposits of private and business clients in addition to looking after deposited money, making loans and advising on investment and insurance.	<input type="checkbox"/>
Building Society Executive/Manager Qualifying exams: Dg PQ Job	Runs one or more retail ('high street') branches of a building society, with responsibility for managing staff, meeting sales targets for financial products and services, maintaining customer relationships and attracting new customers.	<input type="checkbox"/>
Economist Qualifying exams: Dg	Analyses information about what is happening in financial and employment markets in order to identify significant trends or other points that might influence future policy or strategy; uses advanced methods of statistical analysis to advise businesses or government agencies.	<input type="checkbox"/>
Financial Manager Qualifying exams: Dg HND Job	Responsible for the accurate and efficient control of an organisation's finances including planning, budgeting, tax matters, analysing and controlling expenditure and income.	<input type="checkbox"/>
Insurance Work Qualifying exams: Dg HND PQ	Accepts payment from clients to insure them against risks to their lives or property, and pay damages in the event of claims. Careers are available with insurance companies, and for Insurance Agents and Inspectors, Insurance Brokers and Loss Adjusters. Underwriters determine the risk of assessment.	<input type="checkbox"/>
Tax Inspector/Tax Professional Qualifying exams: Dg	Calculates the tax liability of businesses and individuals, checking tax returns, examining financial accounts and related documents, and detecting and investigating cases of suspected fraud or tax evasion. May also advise on taxation matters.	<input type="checkbox"/>
Post Office Counter Clerk Qualifying exams:		<input type="checkbox"/>

4 Overall Match - These bar graphs show the Interest Level of this career area, plus relevant supporting interests for careers in this field. These percentages have been averaged to produce your **Very High** Overall Match score of **91%**.

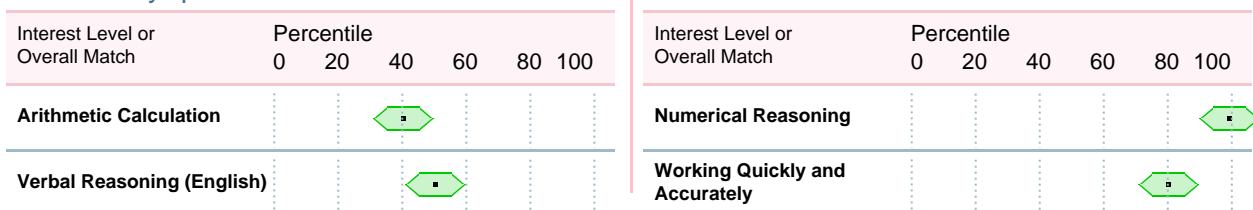


5 Cautionary Notes - Your answers suggest that the following points should be considered when looking at this area:

Officework (Q50) Much of your time would be spent working in an office, in clerical or administrative tasks. Many people think this would be boring or too confining, yet it is from offices that many of the most exciting international companies and industries are controlled. The office is merely a place where things get done in a convenient way.

The full list of cautionary notes for this student is available within MyHQ for staff and within MyCareerChoice for the student

6 Relevant MyAptitude Test Scores -



7 Career Check - Self Test Questionnaire - Please check this list of important qualities which are likely to be required in these careers. Tick to see how well you match these.

For Financial Careers	
Keen interest in finance and investment	<input type="checkbox"/>
Informing yourself of company and city news regularly	<input type="checkbox"/>
Good written and verbal communication	<input type="checkbox"/>
Ability to analyse numerical and financial data	<input type="checkbox"/>
Business sense and financial judgement	<input type="checkbox"/>
The ability to negotiate eg fair/competitive prices	<input type="checkbox"/>
Meticulous accuracy	<input type="checkbox"/>
Interest in studying finance and banking	<input type="checkbox"/>
Ability to organise and plan ahead	<input type="checkbox"/>
Prepared to listen to other people's opinions and views	<input type="checkbox"/>
Interest in buying and selling	<input type="checkbox"/>
Good administrative ability	<input type="checkbox"/>
Enjoy office work	<input type="checkbox"/>
Good memory for prices	<input type="checkbox"/>
The ability to think and act logically	<input type="checkbox"/>
Tact and courtesy in dealing with clients	<input type="checkbox"/>
Ability to estimate costs quickly and accurately	<input type="checkbox"/>
Willingness to use appropriate computer technology	<input type="checkbox"/>
Good at writing accurate reports	<input type="checkbox"/>
Honesty and integrity	<input type="checkbox"/>

Abbreviations Used:

Dg - Degree PQ - Professional Qualification Job - Job specific HND - Higher National Diploma



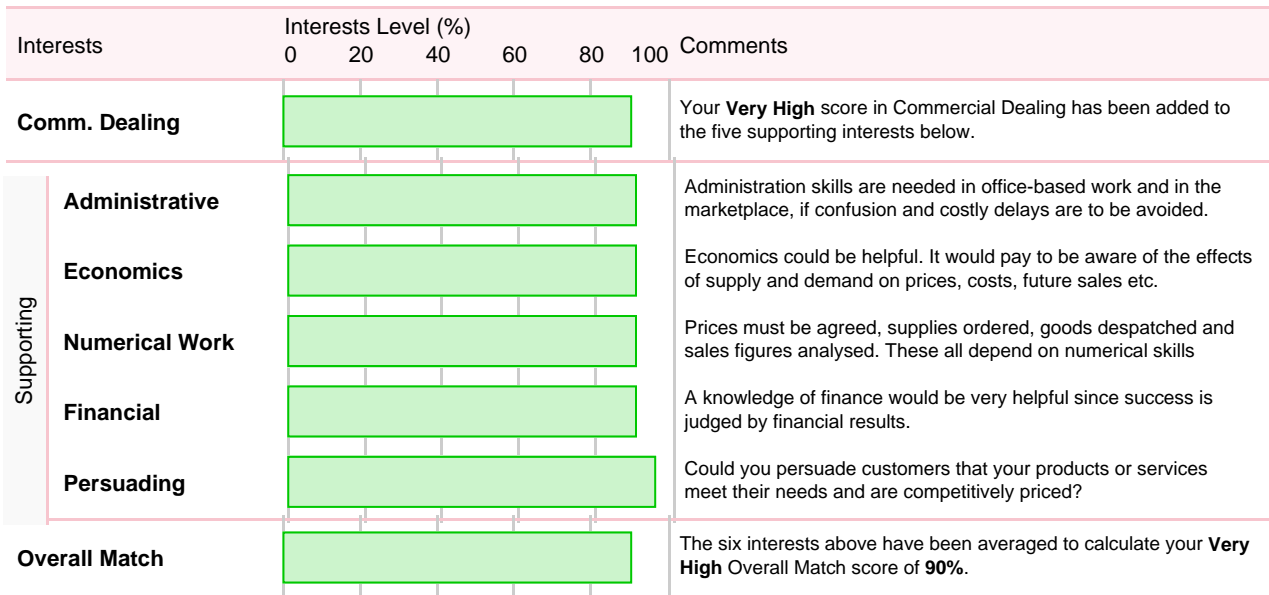
Interest Level: Very High

Overall Match: Very High

- 1 **Review** - Your Very High score of 90% indicates a very strong interest in a career involving 'buying and selling'. You could prepare for this sort of career via a business management, marketing, commerce or economics degree or HND, however, a wide range of other science or arts courses could lead into this sort of work eventually.
- 2 **Supporting Subjects** - Arts or sciences, mathematics.
- 3 **Career Suggestions** - The following careers are some you might like to consider specifically within this area.

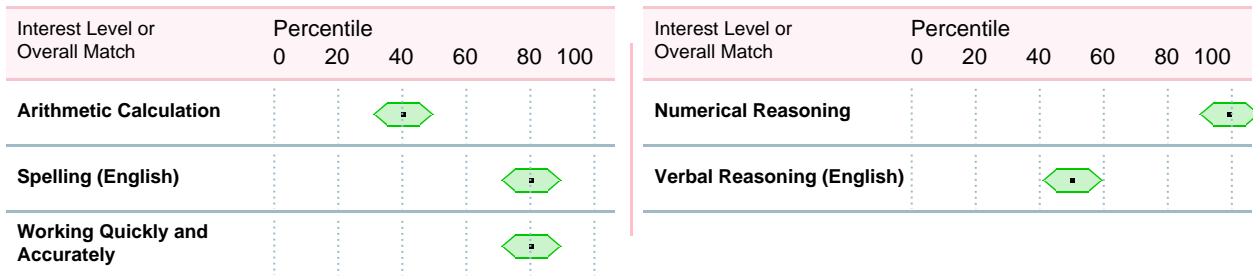
Career	Description - Please refer to WORKBRIEF	
Insurance Underwriter Qualifying exams: Dg HND PQ	Acts on behalf of an insurer to assess the extent of any given risk and decide whether to accept it and on what terms. Must determine the appropriate premium for the risk, setting an amount high enough to reflect the potential loss but low enough to attract the business.	<input type="checkbox"/>
Commodity Broker/Trader/Dealer Qualifying exams: Dg Job	Buys and sells, on behalf of clients, physical commodities ranging from coffee, grain and sugar to crude oil, gas and non-ferrous metals; also deals in derivatives (futures and options), based on physical commodities; usually specialises in a particular group.	<input type="checkbox"/>
Stockbroker Qualifying exams: Dg PQ Job	Sometimes known as an investment or wealth manager, works on behalf of large companies, institutions or individual clients, buying and selling bonds, stocks, shares and other financial instruments in order to get the best possible return for clients.	<input type="checkbox"/>
Market Researcher Qualifying exams: Dg HND Job	Collects and analyses data to measure what the public think about a wide range of issues, helping manufacturers, politicians, pressure groups and others gauge the public response to various products, advertising campaigns and initiatives.	<input type="checkbox"/>
Export Marketing Qualifying exams: Dg HND Job		<input type="checkbox"/>
Shipbroker Qualifying exams: Dg Job	Facilitates international bulk shipping by bringing together ship owners with vessels to fill and charterers with cargoes to transport by sea. Also undertakes the purchase and sale of very large ships such as bulk carriers, container vessels, oil tankers and specialist ships.	<input type="checkbox"/>
Freight Forwarder Qualifying exams: Dg HND Job	Organises the most efficient and cost-effective ways of transporting goods by road, rail, air and sea; checks and prepares documentation to meet customs and insurance requirements, packing specifications, and compliance with regulations in other countries.	<input type="checkbox"/>

4 **Overall Match** - These bar graphs show the Interest Level of this career area, plus relevant supporting interests for careers in this field. These percentages have been averaged to produce your **Very High** Overall Match score of **90%**.



5 **Cautionary Notes** - Your questionnaire answers revealed no negative points that need looking into when considering these careers.

6 **Relevant MyAptitude Test Scores** -



7 **Career Check - Self Test Questionnaire** - Please check this list of important qualities which are likely to be required in these careers. Tick to see how well you match these.

For Comm. Dealing Careers

- | | | |
|--|--|--------------------------|
| <input type="checkbox"/> Interest in bargaining and negotiating prices | <input type="checkbox"/> Ability to write clear and accurate reports | <input type="checkbox"/> |
| <input type="checkbox"/> Able to express your ideas verbally and in writing | <input type="checkbox"/> Ability to think accurately with numbers, prices, costs | <input type="checkbox"/> |
| <input type="checkbox"/> Interest in understanding customers' financial problems | <input type="checkbox"/> Ability to set priorities and work to deadlines | <input type="checkbox"/> |
| <input type="checkbox"/> Ability to persuade others and gain their confidence | <input type="checkbox"/> Patience and tact with clients | <input type="checkbox"/> |
| <input type="checkbox"/> Ability to use latest appropriate computer technology | <input type="checkbox"/> Ability to analyse numerical data | <input type="checkbox"/> |
| <input type="checkbox"/> Excellent memory for prices and sales agreements | <input type="checkbox"/> Ability to calculate costs quickly and accurately | <input type="checkbox"/> |
| <input type="checkbox"/> Interest in international trade | <input type="checkbox"/> Awareness of exchange rates of international currencies | <input type="checkbox"/> |
| <input type="checkbox"/> Ability to remember names | <input type="checkbox"/> Prepared to work long/unsocial hours | <input type="checkbox"/> |
| <input type="checkbox"/> Ability to accept fair criticism without taking offence | <input type="checkbox"/> Happy to work mainly in an office | <input type="checkbox"/> |
| <input type="checkbox"/> Interest in stock/bond/commodity markets | <input type="checkbox"/> Interest in reading and evaluating financial reports | <input type="checkbox"/> |

Abbreviations Used:

Dg - Degree HND - Higher National Diploma PQ - Professional Qualification Job - Job specific

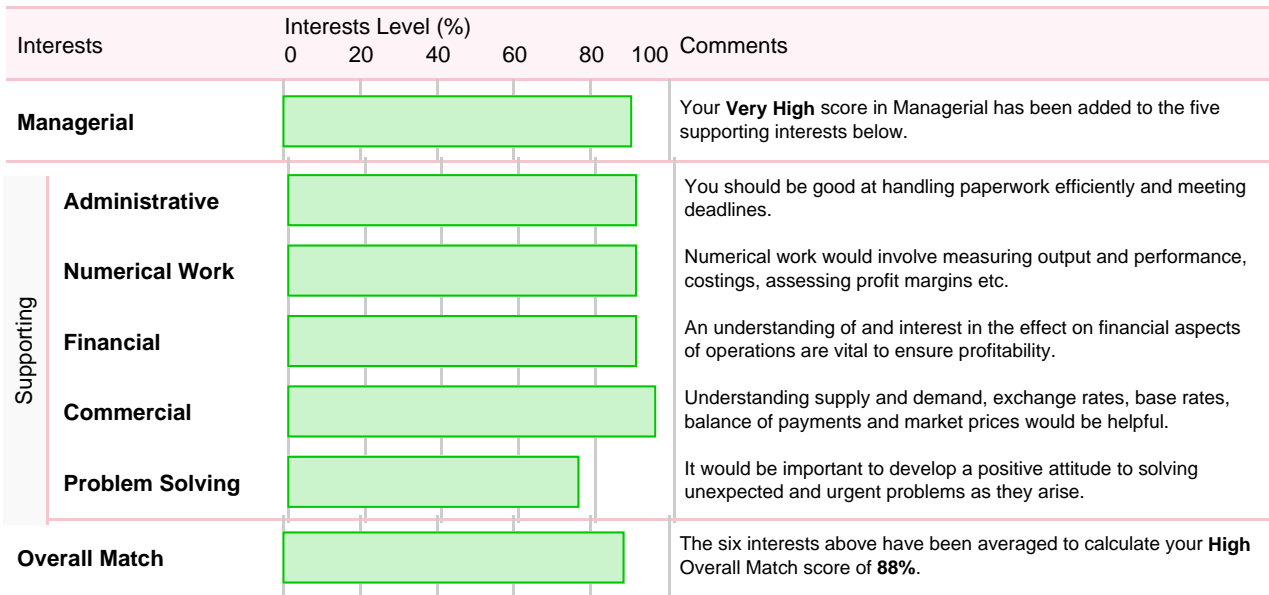
Interest Level: Very High

Overall Match: High

- 1 **Review** - Your Very High score of 90% indicates a very strong interest in a career with a managerial role. Business and management first degree and HND courses are now widely available and provide a foundation for a range of careers where knowledge of business techniques can be valuable - although managers can come from a wide range of arts, science or technical backgrounds.
- 2 **Supporting Subjects** - Arts/sciences/mathematics.
- 3 **Career Suggestions** - The following careers are some you might like to consider specifically within this area.

Career	Description - Please refer to WORKBRIEF	
Business Manager/Executive Qualifying exams: Dg HND Job	Plays a key role in helping a business achieve its goals, through managing resources - such as people, money, materials - and work activities. Might work for a large multinational organisation or a small, family-run concern with no more than a handful of staff.	<input type="checkbox"/>
Business Executive Qualifying exams: Dg HND Job	Responsible for carrying out key functions in a business, eg marketing, advertising, sales, purchasing etc. They may be very senior directors or middle managers. Their role does not necessarily include managing other people's work - but they are seen as people who 'get things done' efficiently and are able to cut through red tape and other barriers.	<input type="checkbox"/>
Personnel/Human Resource Manager Qualifying exams: Dg HND PQ	Specialises in getting the best from the people who work in an organisation, with duties including identifying required workforce skills, planning recruitment and training and devising policies for health and safety, equal opportunities, pay and conditions of employment.	<input type="checkbox"/>
Management Consultant Qualifying exams: Dg PQ	Provides objective advice and expertise to client organisations, analysing their overall strategy, structure, management and operations. Often called in to identify and assess a problem, report findings and make recommendations for improvement.	<input type="checkbox"/>
Retail Manager Qualifying exams: Dg HND Job	Might sell goods and services online, in a retail park, shopping mall or high street; in a supermarket, a large department store or a specialist boutique. Must maximise profits by setting and reaching sales targets, attracting customers and motivating members of staff.	<input type="checkbox"/>
Office Manager Qualifying exams: Dg HND PQ	Organises and supervises administrative activities to ensure that every aspect of the smooth running of an office is carried out in the most efficient and satisfactory way. May have a team of clerical and administrative assistants to deal with day-to-day office duties.	<input type="checkbox"/>

4 **Overall Match** - These bar graphs show the Interest Level of this career area, plus relevant supporting interests for careers in this field. These percentages have been averaged to produce your **High** Overall Match score of **88%**.



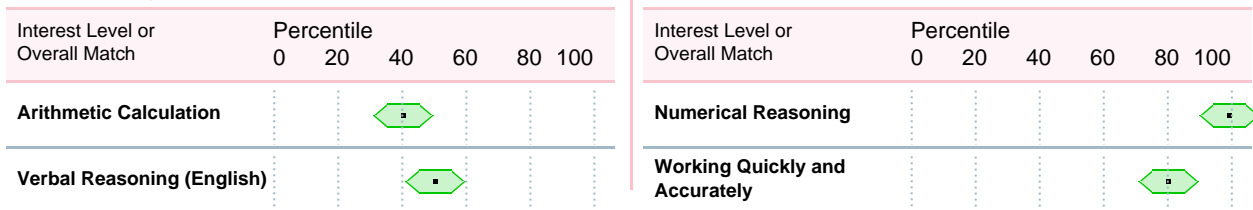
5 **Cautionary Notes** - Your answers suggest that the following points should be considered when looking at this area:

Advising Others
(Q57)

Advising people would be an important part of your work. You would need to assess their abilities and suitability for work and help them to achieve realistic goals.

The full list of cautionary notes for this student is available within MyHQ for staff and within MyCareerChoice for the student

6 **Relevant MyAptitude Test Scores** -



7 **Career Check - Self Test Questionnaire** - Please check this list of important qualities which are likely to be required in these careers. Tick to see how well you match these.

For Managerial Careers

- | | | |
|--|---|--------------------------|
| <input type="checkbox"/> The confidence and desire to manage people | <input type="checkbox"/> The ability to earn the confidence of your team | <input type="checkbox"/> |
| <input type="checkbox"/> Ability to handle paperwork efficiently | <input type="checkbox"/> Tolerant, courteous and considerate of others | <input type="checkbox"/> |
| <input type="checkbox"/> Ability to see another person's point of view | <input type="checkbox"/> The ability to set clear objectives and priorities | <input type="checkbox"/> |
| <input type="checkbox"/> Ability to persuade and convince others | <input type="checkbox"/> Ability to analyse numerical data | <input type="checkbox"/> |
| <input type="checkbox"/> Ability to give clear instructions, written or verbal | <input type="checkbox"/> Interest in improving teamwork in your workforce | <input type="checkbox"/> |
| <input type="checkbox"/> Interest in improving the productivity of a business | <input type="checkbox"/> Monitor the quality of your products or services | <input type="checkbox"/> |
| <input type="checkbox"/> Prepared to learn how to calculate costs | <input type="checkbox"/> Prepared to listen to new ideas and suggestions | <input type="checkbox"/> |
| <input type="checkbox"/> Flexibility in accepting new technology and methods | <input type="checkbox"/> Happy to use appropriate computer technology | <input type="checkbox"/> |
| <input type="checkbox"/> Physical and mental energy | <input type="checkbox"/> Ability to accept the blame for subordinates' errors | <input type="checkbox"/> |
| <input type="checkbox"/> Ability to sift relevant information from irrelevant data | <input type="checkbox"/> The ability to think ahead and be organised | <input type="checkbox"/> |

Abbreviations Used:

Dg - Degree HND - Higher National Diploma Job - Job specific PQ - Professional Qualification

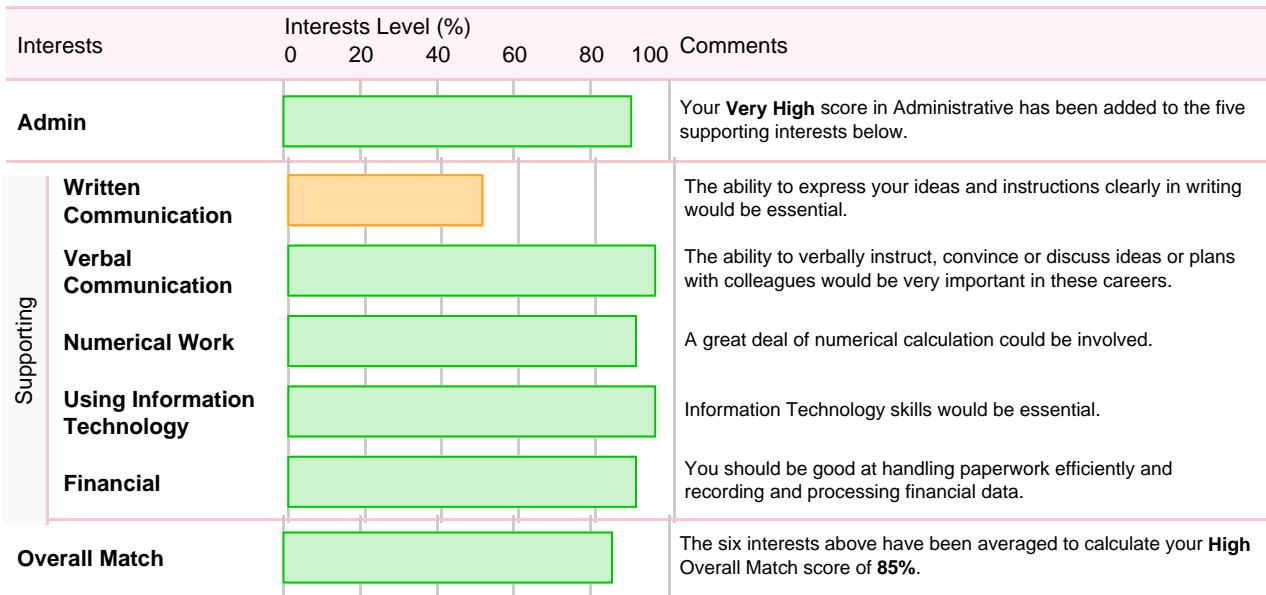
Interest Level: Very High

Overall Match: High

- 1 **Review** - Your Very High score of 90% indicates a very strong interest in office based careers, where you would be expected to show clerical efficiency, reliability and organising abilities. In addition to those listed below, careers fields which are heavily dependent upon administrative ability include accountancy, production management, banking and many of the professions, whether technical or non-technical. Degree AND HND courses in which administrative skills are 'taught' include business studies, management sciences and European marketing.
- 2 **Supporting Subjects** - Arts/sciences.
- 3 **Career Suggestions** - The following careers are some you might like to consider specifically within this area.

Career	Description - Please refer to WORKBRIEF	
Civil Service Executive Officer Qualifying exams: Dg HND	Occupies a post on the first level of management in the UK Civil Service; may work in any of the 170 civil service departments and agencies that deal with developing government policies and delivering services to the public.	<input type="checkbox"/>
Diplomat Qualifying exams: Dg	Represents the interests of a country abroad, providing a wide range of information and advice to the host country, assisting in trade negotiations and political communications, explaining his or her own government's policies, promoting exports. Diplomatic and consular staff are based in overseas embassies or consulates.	<input type="checkbox"/>
Chartered/Company Secretary Qualifying exams: Dg HND PQ	Plays a central role in the administration and management of an organisation, advising directors/trustees of their legal obligations, administering finances, communicating with stakeholders, preparing agendas, taking minutes and maintaining statutory records.	<input type="checkbox"/>
Business Administrator Qualifying exams: Dg HND Job	Handles paperwork, deals with enquiries, provides business activity data and ensures efficiency. These jobs are filled by graduates and non-graduates. Arts, science, economics, engineering, business studies and law graduates enter this sector.	<input type="checkbox"/>
Transport Manager Qualifying exams: Dg HND Job	Oversees a fleet of vehicles and their drivers, making sure that goods reach their destinations on time and in good condition. They can carry out similar functions using aircraft and shipping.	<input type="checkbox"/>
Secretary/Personal Assistant Qualifying exams: Job Dip	Closely supports a manager or executive, handling the day-to-day running of an office. Duties might include dealing with correspondence and other communications, organising meetings, and liaising with other departments, companies or customers.	<input type="checkbox"/>
Trading Standards Officer Qualifying exams: Dg PQ	Advises on and enforces where necessary the law and regulations that govern goods and services which we buy, sell, rent or hire. The work can range from checking the scales of a local trader to testing the claims made about a product by its manufacturer or importer.	<input type="checkbox"/>
Clerical Worker Qualifying exams:		<input type="checkbox"/>

4 **Overall Match** - These bar graphs show the Interest Level of this career area, plus relevant supporting interests for careers in this field. These percentages have been averaged to produce your **High** Overall Match score of **85%**.

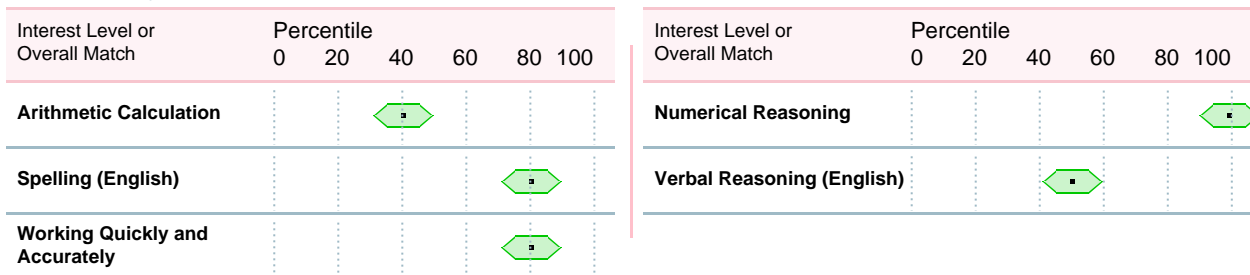


5 **Cautionary Notes** - Your answers suggest that the following points should be considered when looking at this area:

English Comprehension (Q156) Could you read new scripts, letters, reports, literature or other written information and understand what is being said - quickly and accurately enough? Is your comprehension adequate?

The full list of cautionary notes for this student is available within MyHQ for staff and within MyCareerChoice for the student

6 **Relevant MyAptitude Test Scores** -



7 **Career Check - Self Test Questionnaire** - Please check this list of important qualities which are likely to be required in these careers. Tick to see how well you match these.

For Admin Careers	
A wish to work in an office	<input type="checkbox"/>
Ability to express yourself clearly in speech	<input type="checkbox"/>
Ability to keep financial records	<input type="checkbox"/>
Tact, tolerance and patience with others	<input type="checkbox"/>
Ability to persuade and convince other people	<input type="checkbox"/>
Ability to get a job done quickly and correctly	<input type="checkbox"/>
Good spelling	<input type="checkbox"/>
Ability to work under pressure of time	<input type="checkbox"/>
Good at keeping accurate records	<input type="checkbox"/>
Fairness to share the credit with others	<input type="checkbox"/>
Ability to convey instructions clearly in writing	<input type="checkbox"/>
Interest in analysing and solving problems	<input type="checkbox"/>
Ability to plan and organise the activities of others	<input type="checkbox"/>
Interest in learning how to apply computers and IT	<input type="checkbox"/>
Desire to maintain a high standard of accuracy	<input type="checkbox"/>
Ability to analyse numerical data	<input type="checkbox"/>
Good understanding of English	<input type="checkbox"/>
Ability to set clear objectives and priorities	<input type="checkbox"/>
Ability to hold your own in a discussion	<input type="checkbox"/>
Prepared to accept criticism and learn from it	<input type="checkbox"/>

Abbreviations Used:

Dg - Degree HND - Higher National Diploma PQ - Professional Qualification Job - Job specific Dip - Diploma



POLITICS RELATED

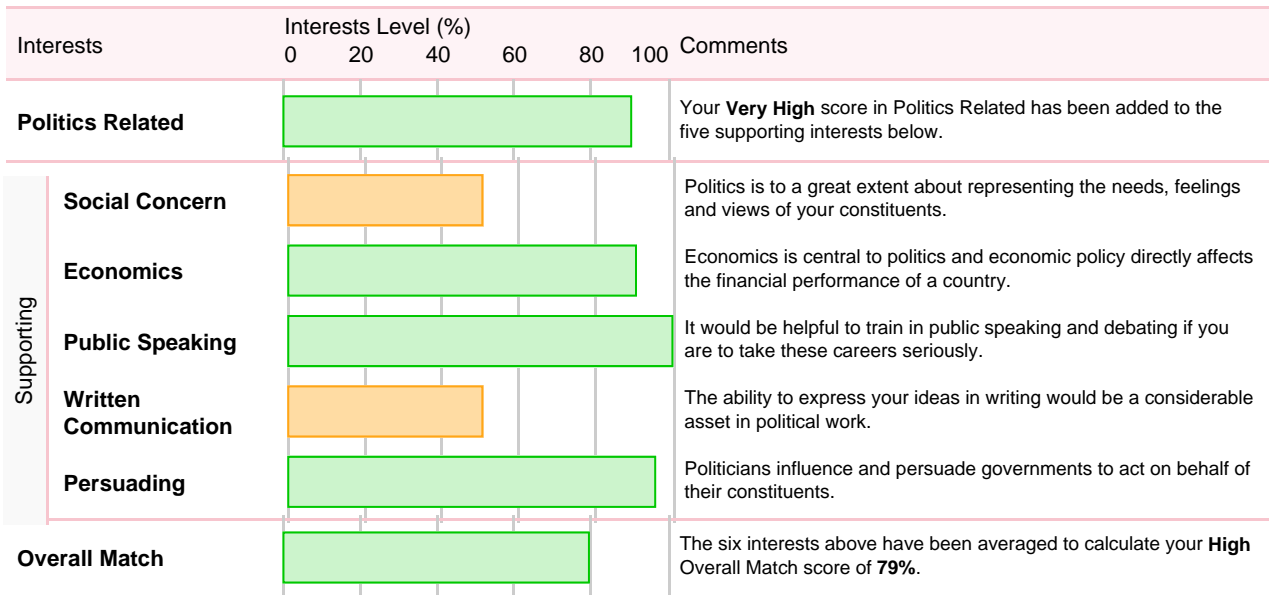
Interest Level: Very High

Overall Match: High

- 1 **Review** - Your Very High score of 90% indicates a very strong interest in politics and other government related careers. A knowledge and appreciation of politics could be valuable as a useful background for studies in law, business studies, economics, history, sociology, government, administration, European studies, etc. Degree courses in politics, law, history, economics, finance, business, international relations, etc. could be considered, either on their own or in conjunction with another subject. No specific IB subjects are required - but history and economics could be helpful.
- 2 **Supporting Subjects** - Arts/science. History or history related subjects and economics helpful.
- 3 **Career Suggestions** - The following careers are some you might like to consider specifically within this area.

Career	Description - Please refer to WORKBRIEF	
Member of Parliament (MP) Qualifying exams: Dg Job	Represents a local constituency in the UK House of Commons in London; attends sessions in parliament, debates issues, raises questions and votes on new laws and policies. Also holds surgeries in constituency and takes up constituents' issues and concerns.	<input type="checkbox"/>
Constituency/Political Party Agent Qualifying exams: Dg Job	Works either at constituency level or at party headquarters, undertaking promotional, administrative and fundraising activities, analysing electoral rolls, recruiting for party membership and organising election campaigns.	<input type="checkbox"/>
Political Researcher Qualifying exams: Dg Job	Provides administrative support to an elected politician, usually helping with secretarial tasks, research and publicity. The role may include responding to enquiries, managing the politician's diary, making travel arrangements and taking minutes.	<input type="checkbox"/>
Political Journalism Qualifying exams: Dg HND Job	Reports on the activities of government both at home and abroad, in newspapers, on radio or television. Their intense activities are to be seen on TV news broadcasts, in interviews with politicians and also in the columns of newspapers.	<input type="checkbox"/>
Diplomat Qualifying exams: Dg	Represents the interests of a country abroad, providing a wide range of information and advice to the host country, assisting in trade negotiations and political communications, explaining his or her own government's policies, promoting exports. Diplomatic and consular staff are based in overseas embassies or consulates.	<input type="checkbox"/>

4 **Overall Match** - These bar graphs show the Interest Level of this career area, plus relevant supporting interests for careers in this field. These percentages have been averaged to produce your **High** Overall Match score of **79%**.

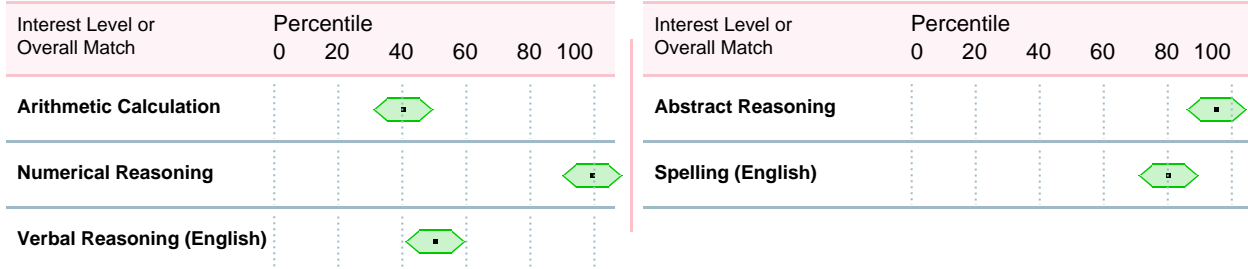


5 **Cautionary Notes** - Your answers suggest that the following points should be considered when looking at this area:

- English Comprehension (Q156)** Could you read new scripts, letters, reports, literature or other written information and understand what is being said - quickly and accurately enough? Is your comprehension adequate?
- Advising Others (Q57)** Advising people would be an important part of your work. You would need to assess their abilities and suitability for work and help them to achieve realistic goals.

The full list of cautionary notes for this student is available within MyHQ for staff and within MyCareerChoice for the student

6 **Relevant MyAptitude Test Scores** -



7 **Career Check - Self Test Questionnaire** - Please check this list of important qualities which are likely to be required in these careers. Tick to see how well you match these.

For Politics Related Careers			
<input type="checkbox"/>	A strong interest in politics	<input type="checkbox"/>	A concern for the problems of constituents
<input type="checkbox"/>	An interest in UK/European and world economics	<input type="checkbox"/>	Ability to deal with correspondence promptly
<input type="checkbox"/>	Enjoy influencing and persuading people	<input type="checkbox"/>	Ability to speak well in debates
<input type="checkbox"/>	Well organised and methodical	<input type="checkbox"/>	Good team working skills
<input type="checkbox"/>	Physical endurance - ability to keep going	<input type="checkbox"/>	Desire to consult others and discuss issues
<input type="checkbox"/>	A very tolerant nature with difficult people	<input type="checkbox"/>	Ability to remember people's names
<input type="checkbox"/>	Ability to pick out relevant information from a mass of data	<input type="checkbox"/>	Prepared to work long and unsocial hours
<input type="checkbox"/>	Interest in economic, financial and city news	<input type="checkbox"/>	Interest in legislation - the creation of new laws
<input type="checkbox"/>	Ability to write concise and thorough reports	<input type="checkbox"/>	Prepared to do detailed and careful research
<input type="checkbox"/>	Interest in political and social history	<input type="checkbox"/>	Ability to read and comprehend detailed reports

Abbreviations Used:

Dg - Degree Job - Job specific HND - Higher National Diploma



Interest Level: High

Overall Match: Very High

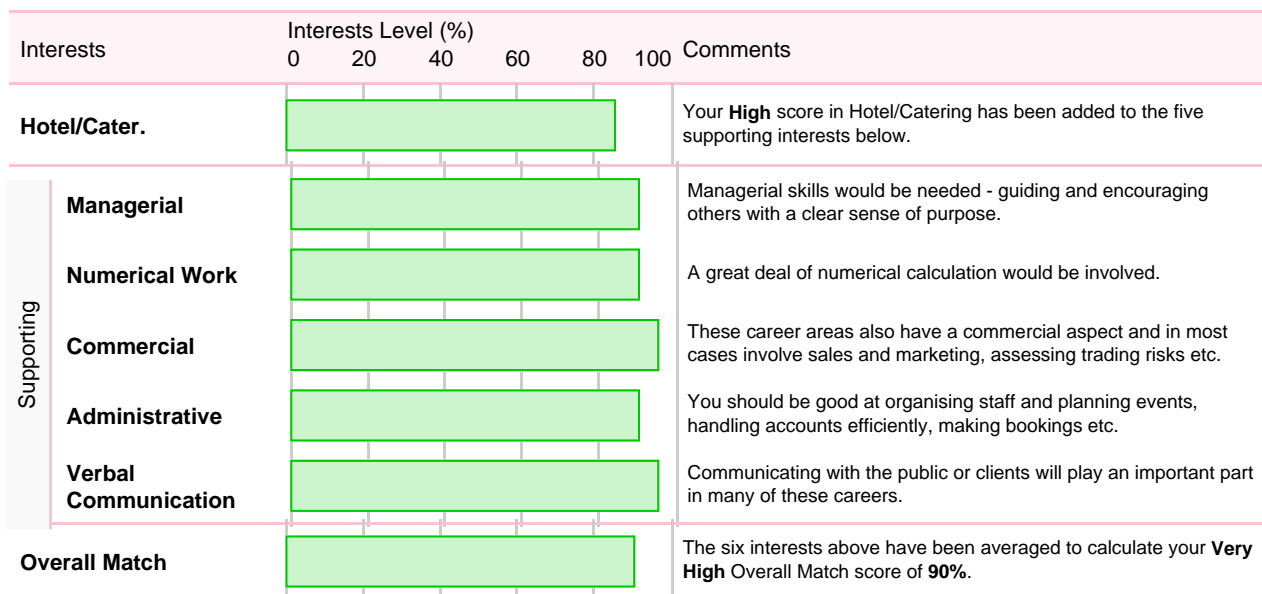
1 Review - Your High score of 85% indicates a strong interest in careers in this large and important field. You could consider a degree or HND course in hotel or institutional management at a university or other specialist college, for which most IB subjects would be acceptable. Direct entry, with training provided, might be possible in some large hotel groups, some of which have their own training schools. It is also relatively easy to arrange for periods of careers experience with the larger hotel/catering groups.

2 Supporting Subjects - Arts/sciences and mathematics.

3 Career Suggestions - The following careers are some you might like to consider specifically within this area.

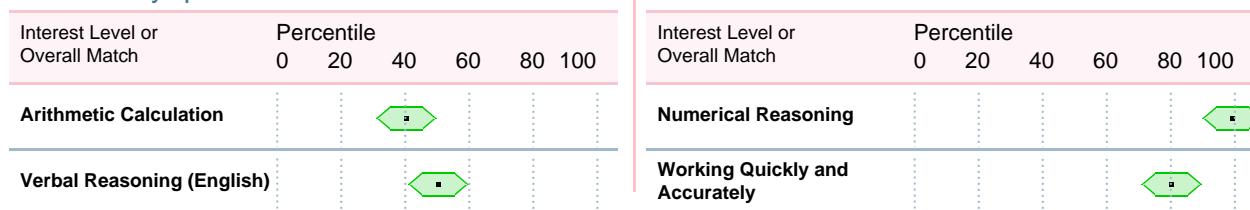
Career	Description - Please refer to WORKBRIEF	
Hotel Manager Qualifying exams: Dg HND Job	Oversees the provision of all hotel services, including maintenance of high standards of catering and accommodation, bookings, financial control, customer and staff liaison etc. The range of opportunities is enormous.	<input type="checkbox"/>
Institutional Catering Manager Qualifying exams: Dg HND Job	Runs such establishments as halls of residence, and hostels as well as the domestic side of hospitals, conference centres and private school catering departments.	<input type="checkbox"/>
Catering Manager Qualifying exams: Dg HND Job	May run one specific restaurant, hotel or other food outlet, or work as part of a contract catering organisation, feeding large numbers of people at work, students in schools, colleges and universities, patients in hospitals, or travellers at airports and railway stations.	<input type="checkbox"/>
Restaurant Manager Qualifying exams: Dg HND Job	Might work in a fine dining establishment, fast food outlet, mass-appeal eating house, hotel, club or branch of a major chain. Must ensure that the restaurant operates efficiently and profitably while maintaining standards of food, service, and health and safety.	<input type="checkbox"/>
Hospitality/Hotel Manager Qualifying exams: Dg HND	Ensures that the day-to-day running of an establishment is well organised and efficient and that guests enjoy using the services. May have overall responsibility or specific duties concerning accommodation, food and drink, conferences, special events or leisure facilities.	<input type="checkbox"/>
Hotel Sales Manager Qualifying exams: Dg HND Job	Involves sales of hotel facilities including conferences and banqueting, working on behalf of a hotel, chain of hotels or as a freelance. Opportunities also exist within publishing organisations producing hotel or restaurant guides.	<input type="checkbox"/>
Hotel Receptionist/Booking Staff Qualifying exams:	Takes bookings from clients for hotel rooms and quotes rates usually over the phone. They take personal details when clients arrive and present their bills when they book-out, accepting payment by cheque or credit card.	<input type="checkbox"/>
Hotel Porter Qualifying exams:		<input type="checkbox"/>

- 4 **Overall Match** - These bar graphs show the Interest Level of this career area, plus relevant supporting interests for careers in this field. These percentages have been averaged to produce your **Very High** Overall Match score of **90%**.



- 5 **Cautionary Notes** - Your questionnaire answers revealed no negative points that need looking into when considering these careers.

- 6 **Relevant MyAptitude Test Scores** -



- 7 **Career Check - Self Test Questionnaire** - Please check this list of important qualities which are likely to be required in these careers. Tick to see how well you match these.

For Hotel/Cater. Careers

Respect for people of all kinds and of all ages	<input type="checkbox"/>	Enjoyment of working in a team	<input type="checkbox"/>
Enjoyment of meeting many new people each day	<input type="checkbox"/>	Good administrative and organising ability	<input type="checkbox"/>
Numerical ability and meticulous accuracy	<input type="checkbox"/>	Interest in costs of running an event/hotel etc	<input type="checkbox"/>
Commercial flair - ability to grasp new opportunities	<input type="checkbox"/>	Ability to lead and manage staff harmoniously	<input type="checkbox"/>
Ability to gain the confidence of others	<input type="checkbox"/>	Eye for cleanliness and hygiene of a hotel/restaurant etc	<input type="checkbox"/>
Patience with staff and customers	<input type="checkbox"/>	Interest in maintaining the decor of the facility	<input type="checkbox"/>
Interest in providing excellent customer services	<input type="checkbox"/>	Ability to cope with working late nights and weekends	<input type="checkbox"/>
Smart appearance	<input type="checkbox"/>	Interest in providing excellent food and wine	<input type="checkbox"/>
An ability to plan ahead and set priorities	<input type="checkbox"/>	A confident approach based on sound knowledge	<input type="checkbox"/>
Resilient when under pressure	<input type="checkbox"/>	An ability to see the whole and have an eye for detail	<input type="checkbox"/>

Abbreviations Used:

Dg - Degree HND - Higher National Diploma Job - Job specific

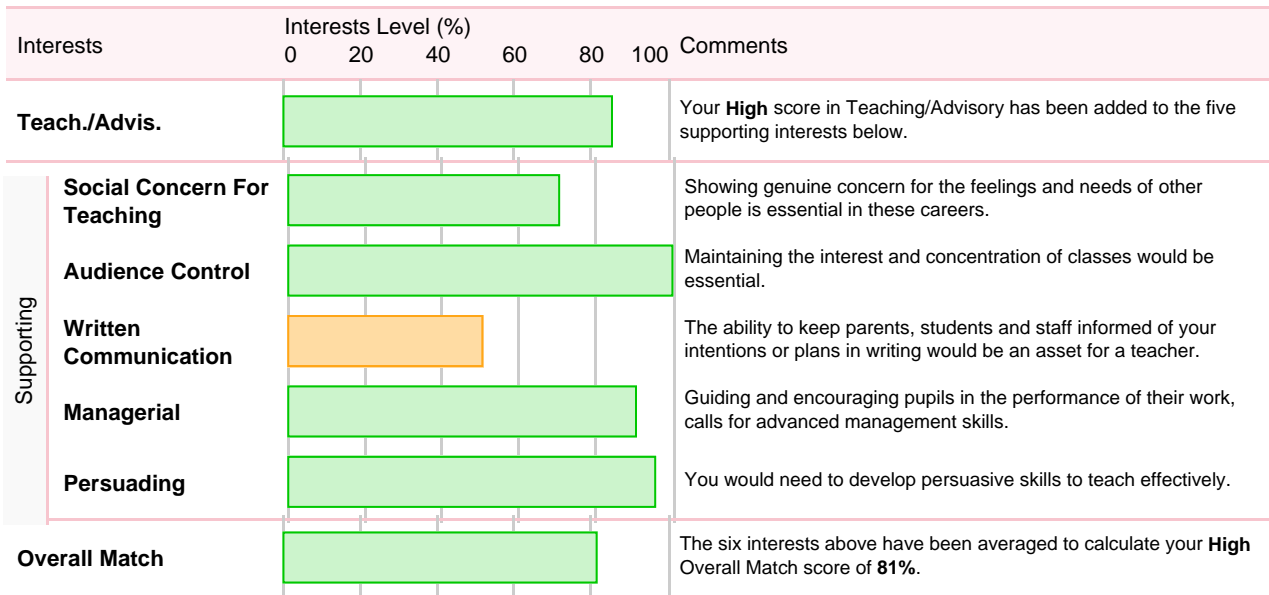
Interest Level: High

Overall Match: High

- 1 **Review** - Your High score of 85% indicates a strong interest in a teaching career. A degree is essential to qualify for teaching requiring at least two IB passes to gain entry to a course. The choices are either (A) to read a degree course subject which can be taught later on in a school and then to take a one-year (two-year in Ireland) post-graduate qualification for teaching in primary or secondary education, or (B) to read for a BEd degree, which would include a teaching subject of your choice but would not require a post-graduate course. Teaching at college level in further or higher education is also a possibility. Mathematics and science teachers are in demand. Entry to educational psychology is usually via a degree in psychology, followed by an appropriate professional qualification which must include teaching experience. Entry to careers advisory work is usually via a post-graduate diploma course leading to a diploma in careers guidance.
- 2 **Supporting Subjects** - Arts/sciences.
- 3 **Career Suggestions** - The following careers are some you might like to consider specifically within this area.

Career	Description - Please refer to WORKBRIEF	
Lecturer (Further/Higher Education) Qualifying exams: Dg	Employed by one of the many universities and colleges offering degree and other post-graduate or qualifying courses. They are likely to be involved in tutorial work in addition to lecturing and supervising the practical work of students. In universities they frequently undertake research in their own subject areas.	<input type="checkbox"/>
Teacher Qualifying exams: Dg P-G	Specialises in teaching an age group eg primary, or in a school subject area in which they hold a degree. Teaching calls for empathy with young people, the motivation to achieve good results, leadership and an ability to stimulate their interest.	<input type="checkbox"/>
Educational Psychologist Qualifying exams: Dg PQ	Works to enhance the learning of children experiencing problems in education, including social or emotional problems or learning difficulties. Uses observation, interviews and test materials to assess each child, before offering a range of appropriate interventions.	<input type="checkbox"/>
Careers Adviser Qualifying exams: Dg PQ	Offers information, advice and guidance to help people make decisions about their options in education, training and employment. Usually works with people individually, although sometimes leads group sessions. May use psychometric and other tests.	<input type="checkbox"/>

4 **Overall Match** - These bar graphs show the Interest Level of this career area, plus relevant supporting interests for careers in this field. These percentages have been averaged to produce your **High** Overall Match score of **81%**.

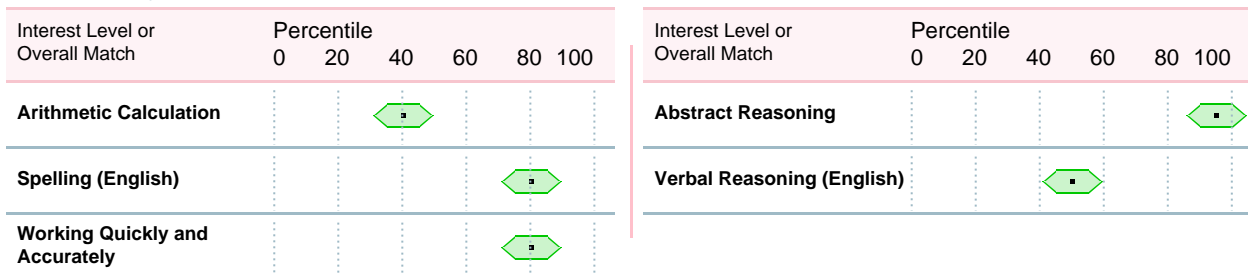


5 **Cautionary Notes** - Your answers suggest that the following points should be considered when looking at this area:

Help People (Q5) Fundamental to these careers is the desire to care for people in need of help. This should come first in your thoughts rather than seeing this work simply as a way to earn a living.

The full list of cautionary notes for this student is available within MyHQ for staff and within MyCareerChoice for the student

6 **Relevant MyAptitude Test Scores** -



7 **Career Check - Self Test Questionnaire** - Please check this list of important qualities which are likely to be required in these careers. Tick to see how well you match these.

For Teach./Advis. Careers	
Want to teach and work in education	<input type="checkbox"/>
Enjoy speaking to groups of people	<input type="checkbox"/>
Prepared to work very hard to get good results	<input type="checkbox"/>
Ability to speak clearly and fluently	<input type="checkbox"/>
Ability to remain calm when provoked	<input type="checkbox"/>
A good sense of humour	<input type="checkbox"/>
Optimism that young people will do well	<input type="checkbox"/>
Flexible - able to adapt to change	<input type="checkbox"/>
Ability to work under pressure and meet deadlines	<input type="checkbox"/>
Prepared to learn how to deal with behavioural problems	<input type="checkbox"/>
Concern for and care of young people	<input type="checkbox"/>
Ability to create interest and enthusiasm	<input type="checkbox"/>
Ability to encourage and guide young people	<input type="checkbox"/>
Keen interest in your subject	<input type="checkbox"/>
Good organising ability and methodical approach	<input type="checkbox"/>
A sense of fairness and consistency	<input type="checkbox"/>
Ability to work well in a team of other teaching staff	<input type="checkbox"/>
Strong interests outside of your teaching subject	<input type="checkbox"/>
Willingness to work long hours in term-time	<input type="checkbox"/>
Prepared to keep learning yourself	<input type="checkbox"/>

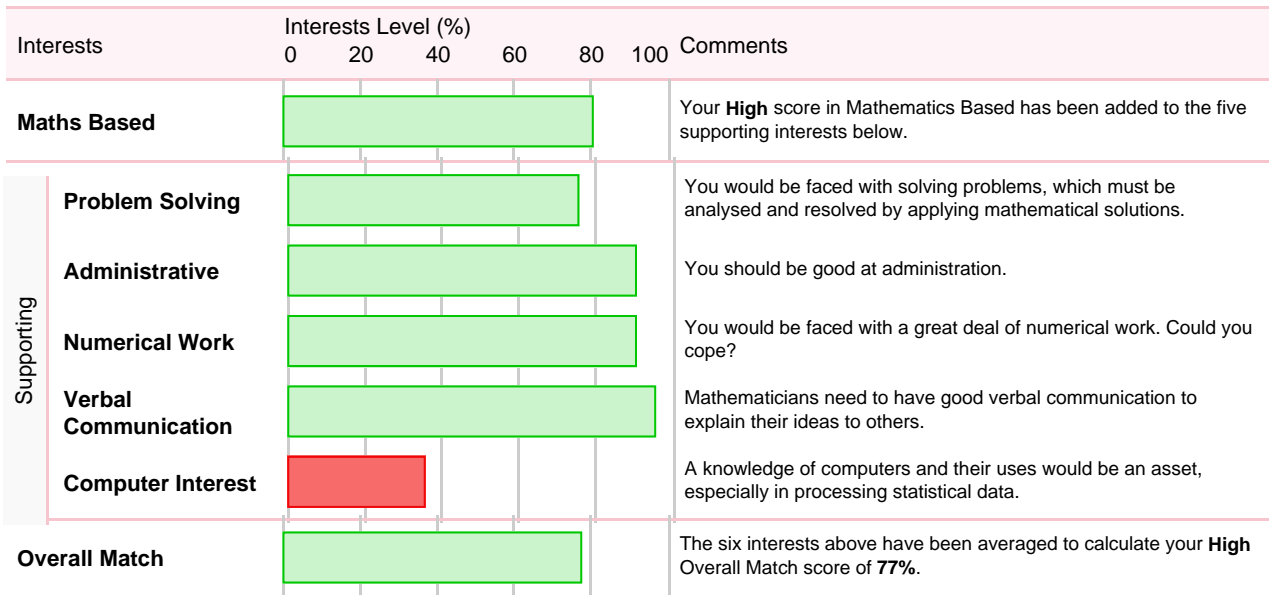
Interest Level: High

Overall Match: High

- 1 **Review** - Your High score of 80% indicates a strong interest in mathematics. IB in mathematics would be worth consideration. If this is the case, your mathematics department should be consulted to confirm whether you have adequate potential. For careers in scientific, technological or engineering fields a greater emphasis on the 'mechanics' content of the syllabus would be important. For business careers, 'statistics' content would be helpful.
- 2 **Supporting Subjects** - Mathematics and most other arts, science, economics or business subjects.
- 3 **Career Suggestions** - The following careers are some you might like to consider specifically within this area.

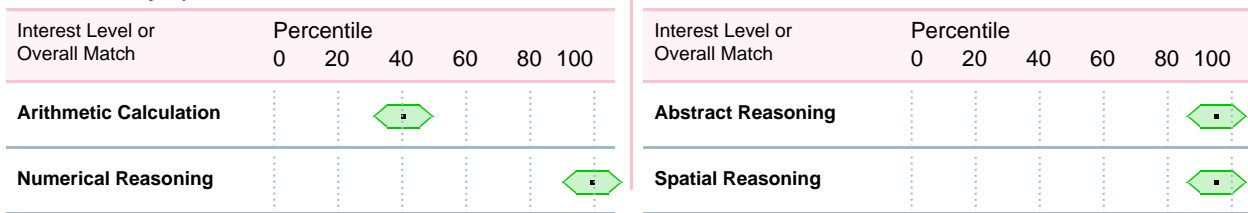
Career	Description - Please refer to WORKBRIEF	
Mathematical Researcher Qualifying exams: Dg	May work in an academic, commercial or public service environment, applying mathematical principles to identify trends in data sets or developing mathematical models to explain, quantify or predict almost any situation.	<input type="checkbox"/>
Statistician Qualifying exams: Dg	Collects, analyses, interprets and presents quantitative data, using mathematical techniques and software to produce information on which decisions can be made. May work in such sectors as education, finance, government, health, insurance, market research or transport.	<input type="checkbox"/>
Actuary Qualifying exams: Dg PQ	Uses specialist skills in statistics, probability theory and compound interest to design solutions to questions of financial risk, particularly in the fields of insurance, pensions, risk assessment and investment.	<input type="checkbox"/>
Investment Analyst Qualifying exams: Dg	Studies the performance of companies on the stock markets of the world in order to advise fund managers on good new investment opportunities, or to warn of any growing weaknesses in performance, which could undermine existing investments.	<input type="checkbox"/>
Operational Researcher Qualifying exams: Dg	Examines an organisation's operations before applying mathematical, statistical, computing and other analytical techniques to help the organisation evaluate its operational procedures, improve efficiency and devise strategies for future development.	<input type="checkbox"/>
Management Consultant/Work Study Officer Qualifying exams: Dg HND Job	Analyses industrial or administrative work, measuring time and human effort put into tasks in the workplace and looking for improvements which can be made, especially in reducing delays, bottlenecks, quality rejection, frustration and component shortage.	<input type="checkbox"/>
Organisation and Methods Work Qualifying exams:	Organisation and Methods. Practioners analyse office work, including paperwork, filing systems, ordering and invoicing to discover how to improve general efficiency. The work is similar to work study - but does not cover manual work.	<input type="checkbox"/>

4 **Overall Match** - These bar graphs show the Interest Level of this career area, plus relevant supporting interests for careers in this field. These percentages have been averaged to produce your **High** Overall Match score of **77%**.



5 **Cautionary Notes** - Your questionnaire answers revealed no negative points that need looking into when considering these careers.

6 **Relevant MyAptitude Test Scores** -



7 **Career Check - Self Test Questionnaire** - Please check this list of important qualities which are likely to be required in these careers. Tick to see how well you match these.

For Maths Based Careers

- | | | | |
|--|--------------------------|---|--------------------------|
| <input type="checkbox"/> A very high level of mathematical ability | <input type="checkbox"/> | <input type="checkbox"/> Enjoyment of mathematical and numerical work | <input type="checkbox"/> |
| <input type="checkbox"/> Enjoyment of problem-solving with maths | <input type="checkbox"/> | <input type="checkbox"/> Prepared to work in an office | <input type="checkbox"/> |
| <input type="checkbox"/> Good at organising and planning ahead | <input type="checkbox"/> | <input type="checkbox"/> Interest in finance as an outlet for maths | <input type="checkbox"/> |
| <input type="checkbox"/> Interest in using the latest appropriate computer technology | <input type="checkbox"/> | <input type="checkbox"/> Ability to analyse figures and other data | <input type="checkbox"/> |
| <input type="checkbox"/> Quick to learn new mathematical concepts | <input type="checkbox"/> | <input type="checkbox"/> Intend to take mathematics at a higher level | <input type="checkbox"/> |
| <input type="checkbox"/> Interest in the estimation of costs using spread sheets | <input type="checkbox"/> | <input type="checkbox"/> Able to concentrate on mathematical calculations | <input type="checkbox"/> |
| <input type="checkbox"/> Ability to write reports and express your ideas clearly | <input type="checkbox"/> | <input type="checkbox"/> Memory for mathematical methods | <input type="checkbox"/> |
| <input type="checkbox"/> Interest in keeping up-to-date in your subject | <input type="checkbox"/> | <input type="checkbox"/> Interest in learning new types of maths | <input type="checkbox"/> |
| <input type="checkbox"/> Interest in the applications of maths, eg in commerce/science | <input type="checkbox"/> | <input type="checkbox"/> Ability to understand and apply statistics | <input type="checkbox"/> |
| <input type="checkbox"/> Ability to work out the shortest solution to a problem | <input type="checkbox"/> | <input type="checkbox"/> Flexible - work alone or as part of a team | <input type="checkbox"/> |

Abbreviations Used:

Dg - Degree PQ - Professional Qualification HND - Higher National Diploma Job - Job specific

D SUBJECT SELECTION CHART

This chart is designed to help you choose the subject combinations of post-16 subjects, that are most appropriate for your potential future careers or higher education courses.

Your choice of post-16 subjects should reflect:

- Your stronger school subject interests
- The subjects in which you think you can achieve the best results
- Subjects required for articular courses and careers, eg mathematics for engineering
- The importance of keeping open the widest range of future career and degree course options at this stage

The left hand column of the subject selection chart below lists the top career areas that appear in your profile in Section B. Subject groups are arranged along the top columns. The symbols used are explained at the top left hand corner of the chart below. Priority should be given whenever possible to subjects marked with a solid circle, followed by those with a hollow circle, etc. An interest level for each of the subject groups is also shown and should help you to select your subjects. Ideally you should choose subject which also have high interest levels.

Leaving Certification Subject Groups

Symbols used on the chart have the following significance

- Required for admission to most university courses
- May improve your chances for admission to some courses
- Valuable but not absolutely essential at this stage
- ◇ Subjects which can enhance overall educational base

		Leaving Certification Subject Groups																
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	16	17	
		Literary Subjects	History Related	Languages - Modern/Classical	Miscellaneous Arts/Humanities	Economics/Business	Music/Drama/Theatre Studies	Art/Design/Craft	Computing/IT	Mathematics	Chemistry	Biology	Physics	Geography/Geology	Home Economics	Sport Related	Engineering Related	
Career Areas	Interest %	30	15	0	26	90	0	25	35	80	10	0	25	70	85	0	15	
Commercial	95	■	◇	■	■	○	◇	■	■	■	◇	◇	◇	■	◇	◇	◇	
Financial	90	■	■	■	◇	○	◇	◇	■	○	◇	◇	◇	■	◇	◇	◇	
Commercial Dealing	90	■	◇	■	■	○	◇	◇	■	○	◇	◇	◇	■	◇	◇	◇	
Managerial	90	■	◇	■	■	■	◇	◇	■	■	◇	◇	◇	■	◇	◇	◇	
Administrative	90	■	■	■	■	○	◇	◇	■	○	◇	◇	◇	■	◇	◇	◇	
Politics Related	90	○	○	■	■	■	■	◇	■	○	■	■	■	■	◇	◇	◇	
Hotel/Catering	85	■	■	■	■	■	◇	◇	■	■	■	■	◇	■	■	◇	◇	
Teaching/Advisory	85	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	
Mathematics Based	80	■	◇	◇	◇	◇	◇	◇	■	●	◇	◇	■	◇	◇	◇	◇	

1. _____

2. _____

3. _____

Please list your subject group choices or alternative choices in these boxes

The three rows on the bottom of this chart can be used by you to select up to three different combinations of post-16 subjects which suit your career requirements. The interest levels shown for each of the subject groups and career areas should help you to narrow down your choices.

Subjects Available (Leaving Certification)

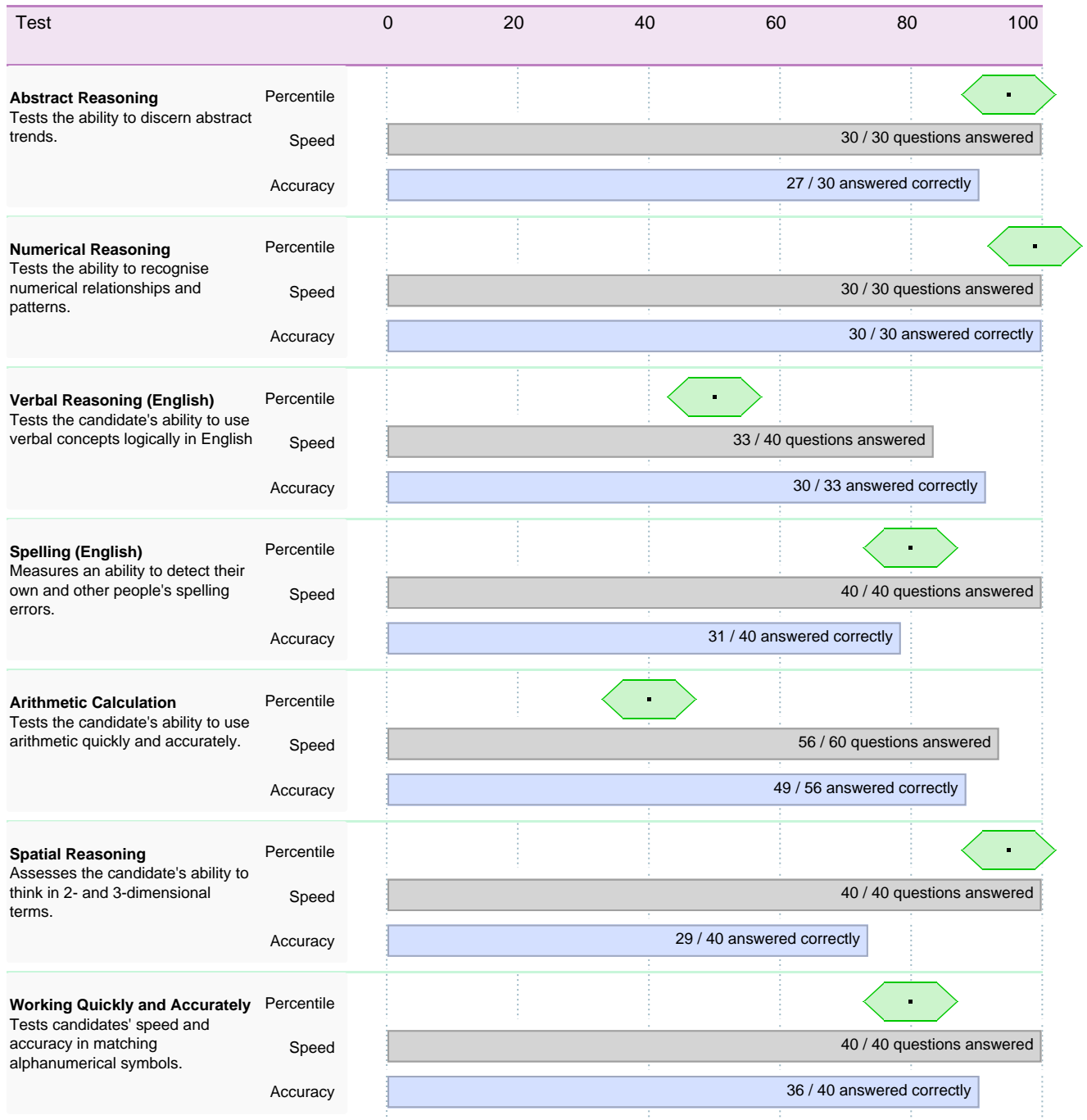
Subject groups shown in the columns of the Subject Selection Chart, and which are normally available to you at school or college for post-16 subjects are shown below. It may help to highlight those subjects which you chose for your subject combinations on the opposite page. This is important when several different subjects are available under the same subject group. Thus in Group 2 you might highlight 'History', and in Group 3 'French' or 'German'.

Subject Group	Subjects Available	Subject Group	Subjects Available
1. Literary Subjects	English	10. Chemistry	Chemistry
2. History Related	History Religious Studies	11. Biology	Agricultural Science Biology
3. Languages - Modern/Classical	French German Irish/Gaeilge Spanish	12. Physics	Physics
4. Miscellaneous Arts/Humanities	No subject available in this group	13. Geography/Geology	Geography
5. Economics/Business	Accounting Business Economics	14. Home Economics	Food & Nutrition (General)
6. Music/Drama/Theatre Studies	Music	0. Not used any more	No subject available in this group
7. Art/Design/Craft	Art Design & Communication Graphics	15. Sport Related	No subject available in this group
8. Computing/IT	Computing	16. Engineering Related	Construction Engineering
9. Mathematics	Mathematics		

Subject selection notes

A series of horizontal dotted lines for writing notes.

Your **MyAptitude** test results indicate your performance in each test compared with other people of your own age group and background. The 'boat shaped' symbols show how your own abilities compare with one another, and also with those of other people. The middle 'Speed' bar graph indicates the questions you attempted and is therefore a measure of your speed in completing the questions. The lower 'Accuracy' bar graph in each section shows the percentage of correct answers you achieved in the questions you attempted. In the case of the bar graphs, the actual questions answered and those answered correctly are shown on them.



Key:  Percentile Score  Percentage of Questions Completed (Speed)  Percentage Accuracy of Questions Completed

The following paragraphs review your **MyAptitude** percentile scores in each of the tests. If any of your scores are low you should consider whether these could affect your suitability for any of the careers which you are seriously considering.

Test

Abstract Reasoning - This test measures your ability to discern trends in the patterns, shapes, angles and positions of sets of progressive designs, and to predict or extrapolate the likely layout of the next item in a series. It uses non-verbal and non-numerical concepts of a type especially valuable in the sciences, technical/scientific research, engineering, computer programming, technical design etc. Your score provides evidence of a very high level of academic potential, and strong support for the above types of careers.

Numerical Reasoning - This test has been designed to assess your ability to discern the relationships between sets of related numbers. It assesses your numerical logic and ability to handle numbers creatively. This could be very important in the analysis of numerical and statistical data, in scientific and engineering work, in economics, finance, accountancy, actuarial work and management consultancy. Your score suggests you should cope well with numerical work at a very high academic level.

Verbal Reasoning (English) - The Verbal Reasoning test assesses your ability to discern the relationships between sets of words in common usage within the **English** language. It provides a measure of your aptitude for general academic work of all kinds and of comprehension of verbal concepts in particular. Your score suggests an average level of verbal ability for people of your own academic background.

Spelling (English) - Your score for this test indicates significant competence in spelling and in recognising spelling errors. High levels of spelling accuracy would be of importance for journalists, editors, proof readers, translators, publishers, business executives or secretaries who must check written work for accuracy. Spelling errors can be embarrassing if not spotted in time - so you may need to improve your spelling a little further, if possible.

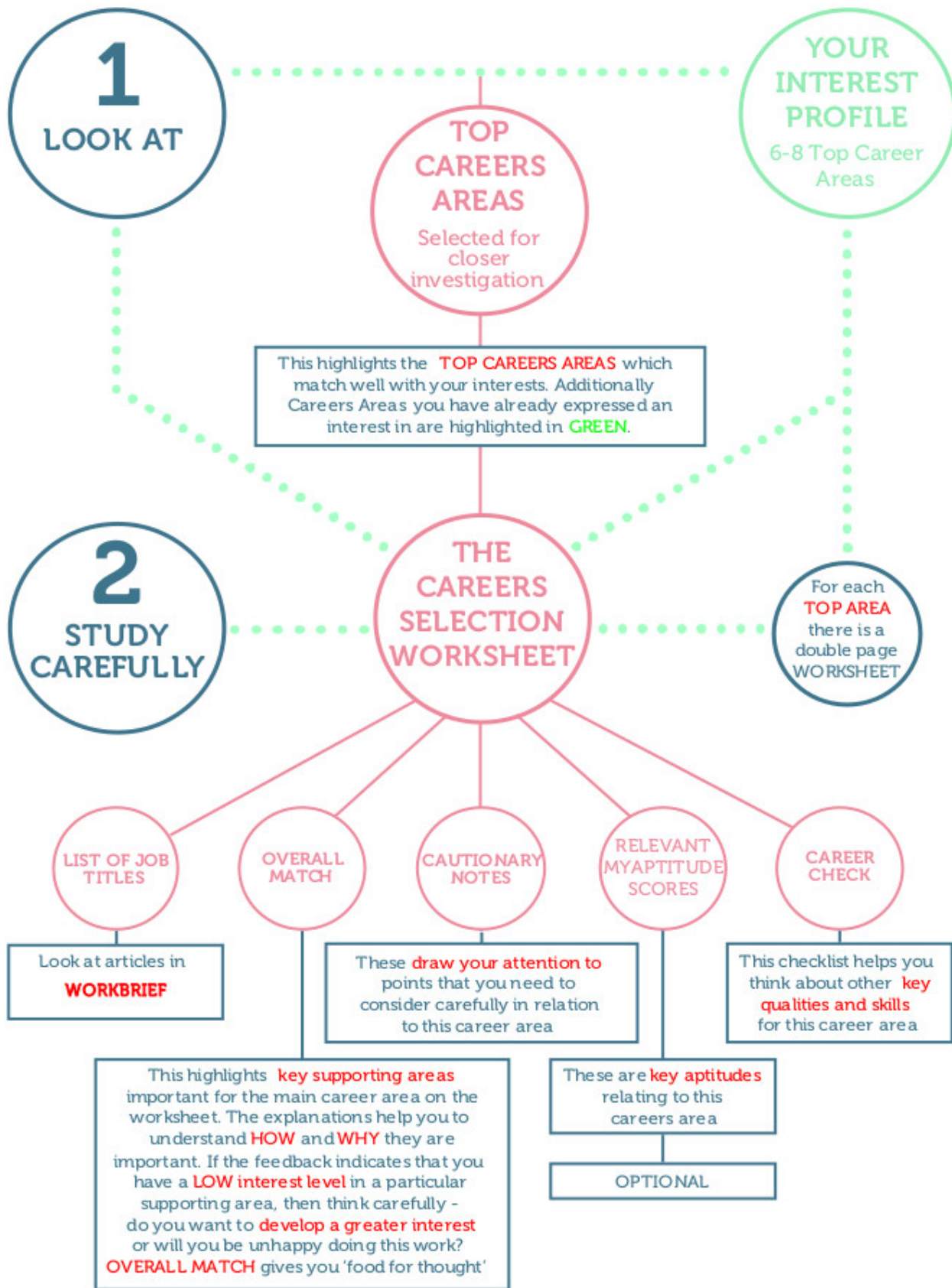
Arithmetic Calculation - Your score places you in a little below average ability range for this test, which has been designed to assess your competence in arithmetic calculation (simple addition, subtraction, multiplication, division and use of decimals). Careers involving administration, finance, banking, commercial work, computing/IT, science, technology and engineering call for numeracy of this kind. Your result provides moderate support for these careers fields but suggests the need to improve your performance.

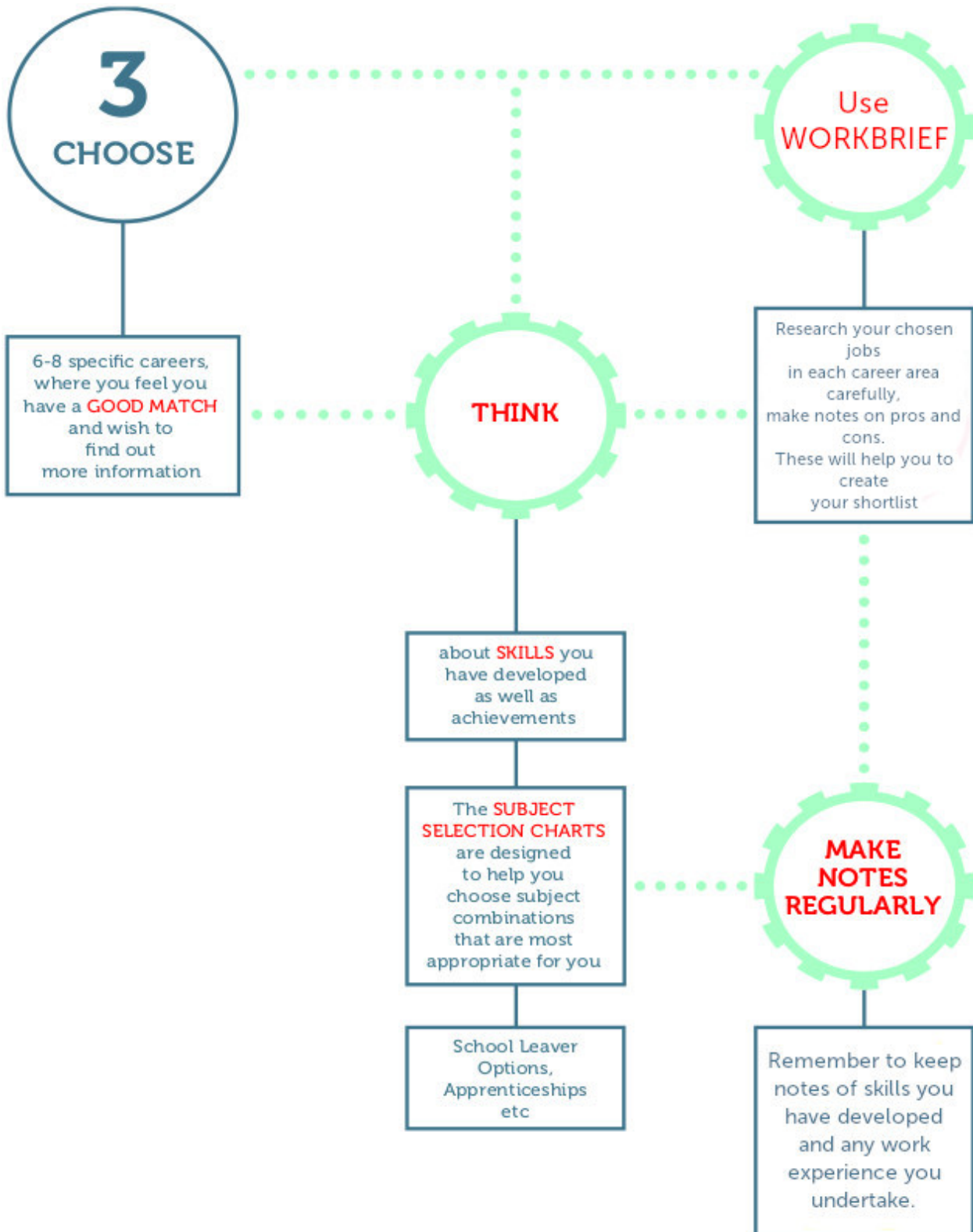
Spatial Reasoning - These tests measure your ability to think in two- and three-dimensional terms and to envisage the rotation or re-orientation of plans, diagrams, structures or solid objects without confusion. Your combined spatial score places you in the top ability band for this skill and could provide encouragement in careers such as in architecture, surveying, graphics, art/design, town planning, civil and mechanical engineering, medicine (eg in anatomy), dentistry, biological sciences, chemistry, physics etc.

Working Quickly and Accurately - Your relatively high score suggests that you are well above average for your ability to transfer detailed information accurately and quickly. You are efficient in recognising the patterns in letters, numbers and symbols and you should find this skill a useful asset when considering office-based, financial, computer/IT and administrative types of work where the accurate handling of data could be required.

F THE MIND MAP

We hope that you find your MyCareerChoices feedback is helpful. Here are a few suggestions to help you use it effectively







Stage 1: Understanding your careers workbook

Start by reading your careers workbook very carefully.

Have you read and understood your workbook? Have you also completed the Career Check - self test questionnaires?

a. Does your workbook confirm your own original careers ideas? If so, what were these?

.....
.....

b. Does your workbook challenge any of your original ideas? If so, why?

.....
.....

c. Has it helped you to decide against any careers fields which you now feel are wrong for you? Which are these and why?

.....
.....

d. Has it produced some new career ideas for you? If so, list them below:

.....
.....

e. Have you been able to explain your workbook to your parents?

.....
.....

Stage 2: Investigating some suitable careers

Select between four and six careers which you would like to research further, and then complete a **Career Analysis Form** for each (extra copies may be photocopied if needed). enter these careers below:

I)	II)
III)	IV)
V)	VI)

Stage 3: Selecting suitable post-16 subjects

Having completed your Career Analysis forms, list below the careers in which you are still interested and the post-16 subject combinations which are most suitable for these. Use the Subject Selection Chart in Section D

Careers	Subject combinations
I)
II)
III)
IV)
V)
VI)

Use this form to summarise information on the above career after you have carefully studied your workbook. Use **WORKBRIEF** and its recommended websites to obtain this information. Print out any relevant careers information to place in your career portfolio for future reference.

What is involved?	
Opportunities for training	Requirements?
Kind of person	Broad outlook
Related occupations	Impact
Earnings potential	Further information
Overall match - see Section C	Career check - see Section C
Subject selections - see Section D	Why I think this career would or would not suit me

