

Career planning is a way for you to come up with action plans based on your career/education interests. There are several steps you should take when embarking on career planning.

1. List your career/education options after brainstorming for alternatives.
2. Use thinking on paper to compare each alternative in a side-by-side method.
3. Rank your options.
4. Write a three paragraph, two-page report for your “A” plan for action.
5. Paragraph one should summarize your answers to the five basic questions in the Rational Behavioral Career Decision-Making Model, see Step 3, page 1.
6. Paragraph two should integrate your interests, skills, values, and personality with related educational and occupational information found during Step 2.
7. The third paragraph should lay out the education and career path which you plan to follow, including a brief look at alternatives.
8. Repeat this process for plans, “B”, “C”, and “D”.

Five basic questions to answer for paragraph #1 in Step 5 of career planning process:

- Will my decisions be based on fact?
- Will my decisions help me achieve my goals?
- Will my decisions maintain and promote good health?
- Will my decisions maintain and promote good relationships with significant others?
- Will my decisions promote a positive self-image?