

#### ASSESSMENT BOOKLET

A Guide to Career Planning in Organizations

By John L. Holland, Ph.D.



#### Enter your name, age, sex, occupation, and the date in the

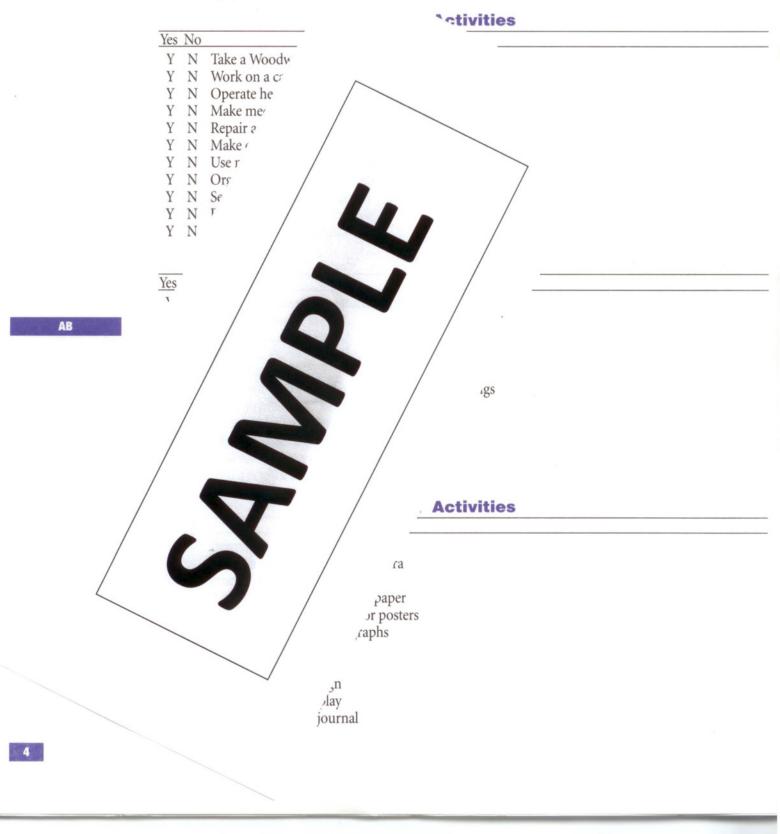
NAME	
AGE SEX	
DATE	
The Self-Directed Se <sup>9</sup> The inventory surve	
more than a tho' values, and v	
If you <sup>1-</sup> sugge <sup>-</sup>	ar ideas or Juld help you AB
te C	can erase easily. Read
	page to begin.

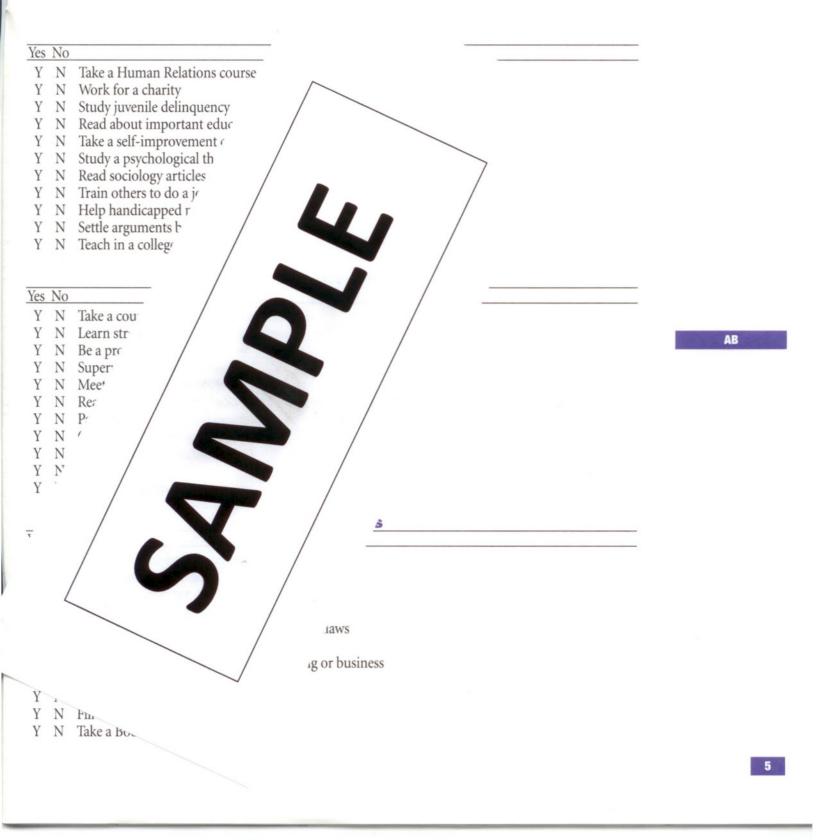
3

Directions



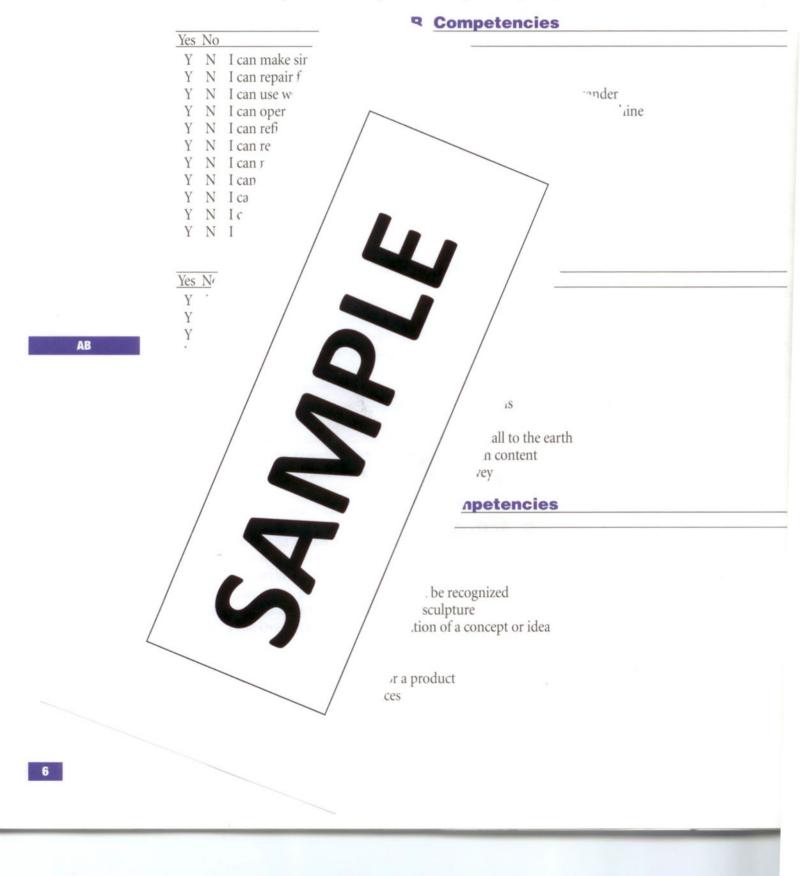
Below are activities that cover a broad range of interests and settings. Circle the Y for those activities that you enjoy or b ''ave that you would enjoy. Circle the N for those activities that you do not enjoy or that do not a vou.





## **Competencies**

Circle Y for those skills and abilities that you can do well or competently. Circle N for those skills and abilities that you have never performed or perform poorly.



Yes No Y N I am good at helping other Y N I am good at explaining t <sup>i</sup> Y N I am a good coach for ot' Y N I am competent at enter Y N People seek me out to Y N I am good at making Y N I have participated ir Y N I am good at helpir Y N I find it easy to tal' Y N I am good at tear Y N I can lead grour	
Yes No   Y N Iam good r   Y N Iam good   Y N Iawe ar   Y N Ican mr   Y N Ican o   Y N Ican r   Y N Ican r   Y N Ican r   Y N Iam r   Y N Ia   Y N Ia   Y N Ia   Y N I   Y N I   Y N I   Y N I   Y N I   Y N I   Y N I   Y N I   Y N Y   Y <td< th=""><th>AB</th></td<>	AB
	7



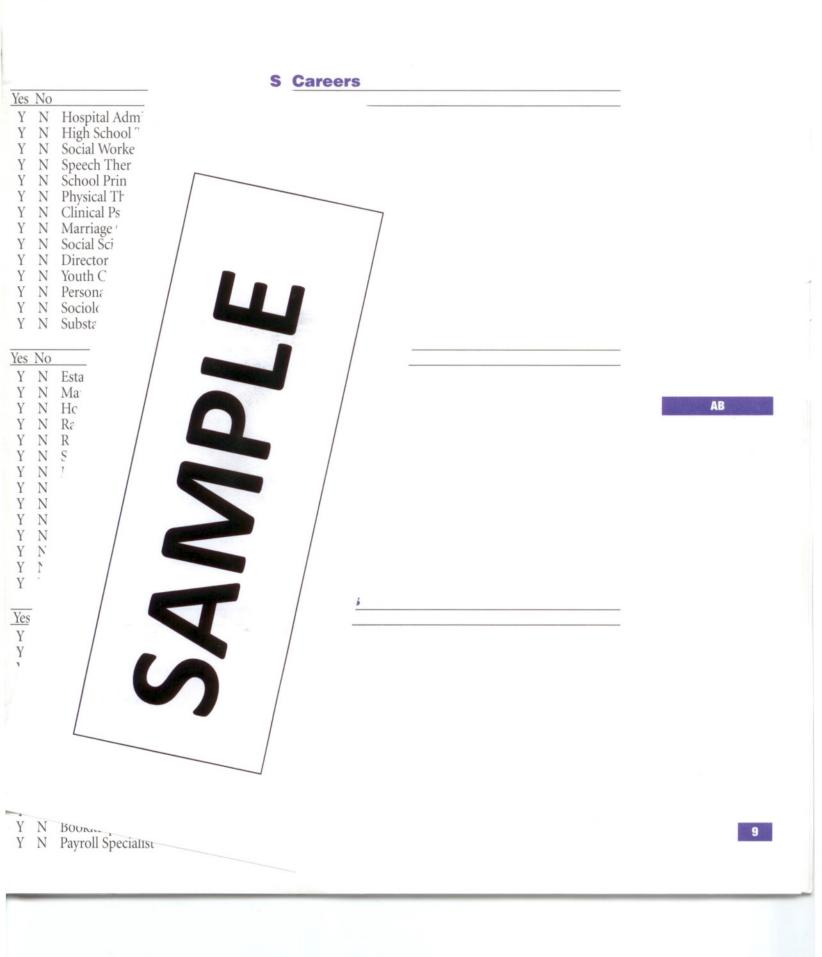
Below are lists of careers in business, industry, government, the arts, and academic settings. Circle Y for those careers that interest you or appeal to you. Circle N for those careers that you dislike or find uninteresting.



AB

8





### **Calculating Your Holland Code**

To tie your interests to specific careers, you need to calculate your Holl<sup>2</sup> de. To calculate your Holland code, follow these steps:

1. ACTIVITIES

Go to pages 4-5. Count the number of times you marked Y (YES) for the **R** Activities. Write that number above the **R** on the line to the right. Do the same for the **I**, **A**, **S**, **E**, and  $\checkmark$  Activities.

 COMPETENCIES Go to pages 6-7. Coun<sup>+</sup> you marked Y (YE<sup>S</sup>) Write that nurr' the right. Comp

3

r with arked 2nd. aghest score in o letters are tied, put R

Highest

Ι

A

2nd

S

E

3rd

c C

С

inake up your code. For example, iree highest letters are **E**, **I**, and **S**, your and code is **EIS**.

#### **Understanding Your Holland Code**

Your Holland code is a concise way of showing how your interest pattern is related to specific careers. It can also provide important information for evaluating your working style, examining your values, and relating your interests to different work environments.

The theory and extensive research of the SDS indicate that both people and occupations cap<sup>-</sup> into six different types. These types are called: **Realistic, Investigative, Artistic, Social, F**<sup>-</sup> **Conventional**. Sometimes we use the first letter of a type as a shorthand for that type could say that someone is a **Realistic**, or **R**, type. Another person might be a **Soc**<sup>-</sup> types—**R**, **I**, **A**, **S**, **E**, and **C**—has its special interests, values, preferences, and -

To understand your SDS results, it is important to know how the type

**Realistic** (**R**) people prefer realistic occupations such as mechan<sup>-</sup> production planner, safety engineer, and marine surveyor. <sup>TT</sup> athletic abilities, enjoys working outdoors, and likes to <sup>-</sup> generally prefers to work with things more than per

**Investigative (I)** people prefer investigative or anthropologist, economist, researcher, an<sup>3</sup> and scientific abilities, enjoys working working with ideas more than wi<sup>\*</sup>

Artistic (A) people prefer ar' composer, stage director skills, enjoys creatir ideas more thar

Social (S)

Co. budge indoors,

The six sca. speaking, the h<sub>k</sub> stronger your inte, resemble. The first h resemble somewhat les, summary code are the ty<sub>k</sub> ~ with

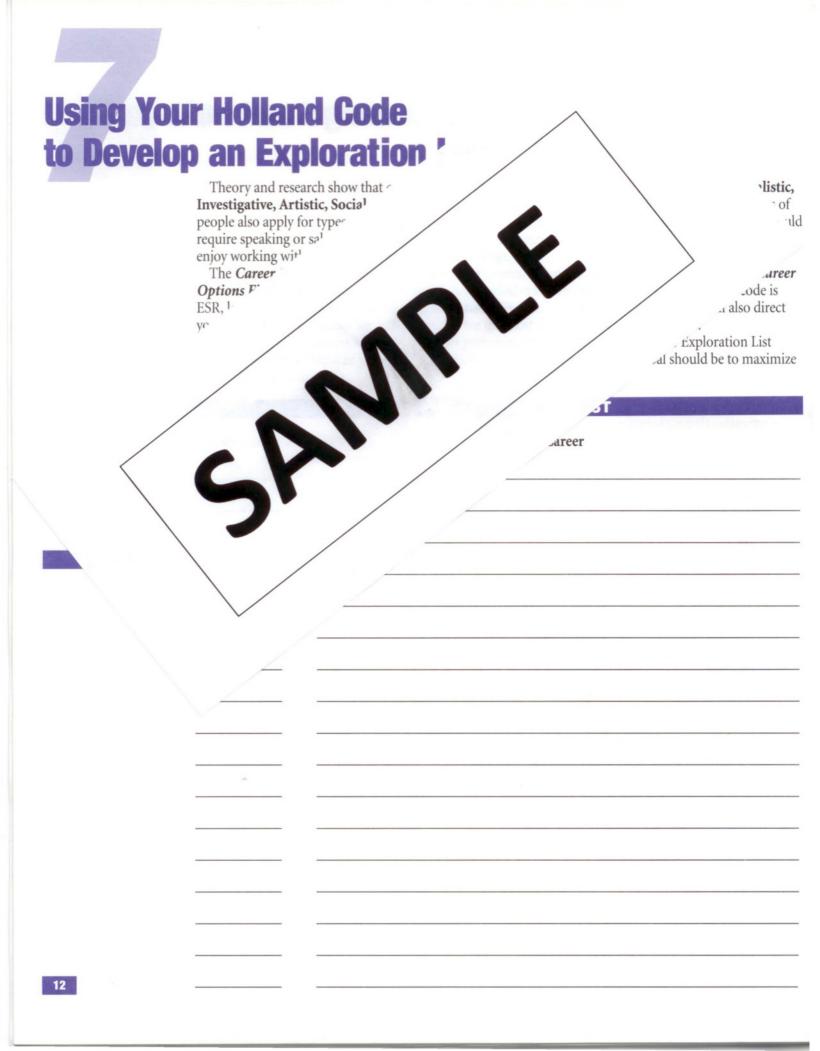
atative, financial. usually has s to be influential.

antant, cost clerk, bookkeeper, and arithmetic ability, prefers working ag with words and numbers.

a resemble each of the six types. Generally a more closely you resemble that type and the and code is a shorthand for describing the types you are type you resemble most, the next letter the type you are the type you resemble still less. The types that are not in your able least of all.

11

AB



### **Some Suggestions and Next Steps**

The SDS, or any interest inventory, is most useful when it reassures you about your current career or suggests careers that you know about and are already considering. For many individuals, however, the process of career exploration will require more investigation. Consider the following ideas in turning v SDS experience into a more detailed plan for career exploration:

- The SDS is a measure of interest patterns—it does not tell you whether you have education, background, or experience necessary for success in a specific car with a career is increased in most cases when there is a good match ber experience of the employee and the requirements of the position
- Your results on the SDS are affected by many factors in voccupations of influential people around you, your which you have been a member. For example 'aspire to different careers, males obtain remore S, A, and C codes. Yet we know members of either sex. If you be code, keep these influences' past thoughts and day' plan.

Remem'

iı.

Fin.

AB

and college you with this alified career

... careers or provide current ... the next page. The *Career Options* ... be useful.

# **Using Your Holland Code to Learn More About Your Values, Working Styles, and Work Environments**

The theory and extensive research underlying the SDS provide much addi<sup>+:</sup> types. Not surprisingly, the types differ in many ways. Research shows <sup>+1</sup> temperament, methods of communication, preferred work environmaticators. *Exploring Career Options* discusses how these factors. Holland code can help to ensure a career fit.

oformation about the six differ in values, or reward, and other nd how the

