CHAPTER 7: OCCUPATION INFORMATION

User Guide

Introduction

Occupation Info presents you with the information we have collected on hundreds of occupations. Occupation Info is a Career Visions module for learning about occupations. It's most useful to people who already have one or two occupations in mind. They can use the program to find out whether Career Visions has any data on those occupations.

This guide shows you the main screens you will see in Occupation Info.

Getting to the Data

You can reach Occupation Info by clicking the World of Work button on the Main Menu and then clicking on the Occupation Info button on the World of Work Menu, or from the Occupation List screens of Exploring Work or Workomatic. (You can also reach it from Programs of Study Info - see Programs of Study Info User Guide.) If you click an occupation title from a list, you will go directly to the full information screens for that occupation.
CHAPTER 7: OCCUPATION INFORMATION

Organization of Titles
Standard Occupational Classification Codes
The occupations in Career Visions are categorized into 21 occupational divisions. These divisions correspond to the Standard Occupational Classification (SOC) codes established by the U.S. Department of Labor. Each division contains occupations in which similar tasks are performed.

Occupational Descriptions
An explanation of the available information and how it is organized follows:

1. Occupational Numbers: Each occupation has a five digit number. Occupations belonging to the same general SOC group have the same first four digits. The fifth digit differentiates the goal(s) specific to a given occupation from the other occupations in the SOC group. An example of occupations with the same first four digits follows:
   - 3620.1 Medical Technologists
   - 3620.2 Ultrasound Technologists
   - 3620.3 Histotechnologists

2. Alternative Titles: These are titles frequently used within a given profession or in employment advertisements.

3. Government Titles: These titles are used within government service to refer to occupations.

4. Military Titles: These titles are the military counterparts to occupational titles.
CHAPTER 7: OCCUPATION INFORMATION

5. **Occupational Description:** The duties and responsibilities of the occupation are identified in this section. Specific work activities and tools or equipment unique or of special importance to the occupation are also presented.

6. **Hours and Conditions of Employment:** The average number of hours worked weekly, factors affecting the hours worked, and any hazardous or unpleasant environmental condition(s) associated with the occupation are identified in this section.

7. **Work Locations:** Typical work sites for individuals employed within the occupation are described in this section.

8. **Pros and Cons:** The personal benefits and challenges to individuals employed in the occupation are reported by people working in the occupation, employers, and educators.

9. **Method of Entry:** The education, training, and/or work experiences necessary for entry-level employment in the occupation are identified in this section. Helpful High School Work/Training Experiences describes activities recommended for employment in the occupation and employer hiring methods.

10. **Education and Training:** The clusters associated with the occupation are listed in this section. Each cluster lists the postsecondary Programs of Study that prepare people for entry-level employment in the occupation.

11. **Advancement Opportunities:** Career paths that are available to people who have experience and expertise in the occupation are explored in this section. Promotions within occupations and lateral career moves from one occupation to another are also discussed.

12. **Salary/Wage Information:** The national salary ranges are provided for each occupation in this section, when available. Salary data have been modified using a straight-line statistical method, to produce industry-specific multiplication factors. These factors have been applied to the salary data in an attempt to more accurately reflect current salary levels. Available information on fringe benefits, seasonal incomes, and commissions is also included in this section.

13. **Other Sources of Information:** Additional references providing information on the occupation, are listed in this section.
CHAPTER 7: OCCUPATION INFORMATION

**Occupation List**
- Click on the tab bar to change your list
- Click here to modify your list (e.g., get a list of occupations whose salary is above $35,000; get a list of occupations that have “teach” in the title)

**Sort Occupations**
- Click on the Sort List button to get this popup
CHAPTER 7: OCCUPATION INFORMATION

Modify List
Click on the Modify List button to get this popup.

Entering text here will give you a list of occupations having that text in the titles.

Click and drag the slider to get a list of occupations with the minimum salary you set.

Click on these buttons to change the general category of information you are viewing on the occupation.

Click on this dial to compare this occupation to other occupations. The Text Compare shows information in text form. The Chart Compare shows information in chart form.
CHAPTER 7: OCCUPATION INFORMATION

Education Path

Clicking on the Programs of Study button within the Education Path category gives you a list of programs related to the occupation.

Click on a program to get information on it.

Text Compare

You get to this screen by clicking on this dial.

Click on these buttons to change the general category of information you are viewing on the occupation.

Click up here to select a different occupation.
CHAPTER 7: OCCUPATION INFORMATION

Click on these buttons to change the general category of information you are viewing on an occupation.

Click up here to select a different occupation.

Click here to get a list of industries related to this occupation.

Click on an industry to get more information on it.
CHAPTER 7: OCCUPATION INFORMATION

Related Industries
Level 1
Click here to go back

Click on a level 2 industry group to see information on it

Related Industries
Level 2
Click here to go back to level 1

Click on a level 3 industry group to get information on it

Related Industries
Level 3
Click here to go back to level 2

Click here to get information on businesses which employ people in this industry

Click on a level 4 industry group to get information on it
CHAPTER 7: OCCUPATION INFORMATION

Employers

Click on an employer to get information on it

Click on a city to remove the employers from that city

Click on counties or regions to see employers in those areas

Type in a name of a city to see employers from that city

Click on the back arrow to return to Occupation Info