



SIGI PLUS System Overview

(SYSTEM OF INTERACTIVE GUIDANCES AND INFORMATION PLUS MORE)

SIGI PLUS software for the Web is divided into nine sections. Each section relates to a stage in making a career decision. Users can go through the entire program, or just the steps needed.

Introduction

- Explains how simple the system is to use.
- Gives an overview of the program and recommends a pathway suited to the user's particular needs.

Self-Assessment

- Users evaluate their work-related values, interests and skills. With the help of the "values" game, individuals explore their work-related values in greater depth.
- Interests are examined by field of knowledge and types of activities.

Search

- Creates a personalized list of occupations based on work-related values, interests, skills and level of education.
- Allows a "negative" search; i.e., removes from the list occupations with features the user wants to avoid.
- Users can search for occupations based on a major field of study.

Information

- Users get answers to as many as 27 questions about occupations.
- Occupations can be compared two at a time.



Skills

- Users learn what skills are needed in an occupation and whether they have those skills.
- Users examine their skills and workstyle for managerial and supervisory positions.

Preparing

- Education and/or training requirements are described along with the major work tasks of chosen occupations.
- Includes information about graduate and professional school.
- Helps users estimate their chances of completing such preparation.
- Helps users select a college or graduate school.

Coping

- Offers practical advice on securing financial aid, managing time, finding day-care facilities, job relocation, working at home, getting credit for learning through experience, and common worries.

Deciding

- Directs users in weighing the potential rewards and chances for success in their chosen careers.
- Users can evaluate up to three career choices at a time, including the work they are currently doing.

Next Steps

- Short-range goals are established and steps outlined that must be taken to achieve those goals.
- Topics consist of: developing new skills, building a network of contacts, writing a resume and cover letter, and applying for jobs.

For career counseling or information, contact:
Career Services, Student Union 1532,
419-530-4341

Go to:
www.student-services.utoledo.edu/career

SIGI Web log-in:

User Name: utad_____

(Use your UT UTAD account info—it is essential that "utad" is entered before user name. If you need to check info or to activate your utad account, go to myutaccount.utoledo.edu)

Password: _____