

Creating a Table - Career Assessment Project

Choose the assessed career you most liked the most and type it below

Information Technology

Fields in (Information Technology) ↓	Work Activities	Knowledge	Education Required	Work Styles	Wages	Projected Growth	Projected job openings
Business Intelligence Analysts	(Enter Info)		(Enter Info)	(Enter Info)	(Enter Info)	(Enter Info)	(Enter Info)
Computer Systems Analysts	(Enter Info)		(Enter Info)	(Enter Info)	(Enter Info)	(Enter Info)	(Enter Info)
	(Enter Info)		(Enter Info)	(Enter Info)	(Enter Info)	(Enter Info)	(Enter Info)
	(Enter Info)		(Enter Info)	(Enter Info)	(Enter Info)	(Enter Info)	(Enter Info)

Directions:

Create a table like this example above. This table set-up has the following:

- Fix table size
- Merged Cells
- Painted Borders (your choice on color schemes)
- Distributed columns evenly- Columns 3-8
- Painted cells (your potion on color schemes)

Fill in the table with the careers you like under your chosen area of study you assessed in. For example, my assessment was “Information Technology”. There are many types of jobs under information technology. Get this information from O*Net website only.

Type ONET in your search engine > Under “Find Occupations” Select Career > “Clusters” > click on gray arrow > choose an area of study> you will get a list of different types of careers. Choose 10 and find the data to fill in your table. My example shows my first career under Information technology I chose Business Intelligence Analysts. I’ll enter my information in the appropriate columns. This data is in O*Net. If the item is blank that means there is not too much data found in that career.

Save your files as Example: 15-7A-PerezMary-CareerComparisonChart

Rubrics: worth 2 assessment grades and daily work grades

Table Formatting	Fixed Table settings	20 points
Table Formatting	Merged Cells setting	20 points
Table Formatting	Border Painter tool	20 points
Table Formatting	Distribute columns 3-8 evenly setting	20 points
Table Formatting	Cell shading tools	20 points
Data entered	O*Net data on career placements. 7 careers from one area of study.	100 points total 14.28 pts. each