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## **SECTION 1 - JOB EXPLORATION**

#### **SD My Life**

SDMyLife's goal is to help South Dakota students understand how their interests, skills, and knowledge relate to real-world academic and career opportunities. SDMyLife is packed with activities, resources and information to help students in each step along the way. Access to the site does require a login from the school district.

## World of Work, Inc (WOWI)

WOWI is used for career decision-making, career exploration, education and training, job placement, and personnel selection. It's a scientifically developed, objective assessment that incorporates 3 dimensions to uncover the optimal career matches.

#### My Next Move

Search careers with key words; browse careers by industry; and take interest inventories to discover career ideas. This is connected with <a href="O\*Net Online">O\*Net Online</a> which has detailed descriptions of the work of work for use by job seekers, workforce development and more!

#### **Pictorial Interest Inventory**

The Pictorial Interest Inventory is a way for individuals with limited reading ability or special needs to explore their career interests and find a job that fits. Instead of using text-based items, this assessment uses pictures to help individuals identify their occupational interests.

### **Career Interest Inventory – Pictorial Version**

Learning about yourself is the most important step in your search for a job or career. A Career Interest Inventory helps you relate your interests and abilities to career choices. The following survey will link your career interests to related high school courses.

# **Employability/Life Skills Assessment**

Employability skills are those personal social behaviors and daily living habits that have been identified by employers and young entry-level workers as essential for obtaining employment and for success in the work place. These are life skills that must be taught with the same rigor as basic skills. The development of such skills is a lifelong process, with performance being relative to a student's ability and age.

#### **Community Work Site Student Evaluation**

An evaluation of student's behaviors on the job to begin the conversation on what areas the student is excelling in and areas that need work.

# **Value-Sort Activity**

Knowing what we value most in our work, relationships, and other commitments makes it easier to respond to opportunities and conflicts with integrity. The Value Sort is an excellent way to reflect upon what is most important to you personally and it is also a great way to stimulate conversations with peers, colleagues and family members. You can find the cards to print and use <a href="here">here</a>.

#### **Your Free Career Test**

They offer student-friendly, free career tests, a free job quiz, and a free volunteer match test. The career tests are helpful for adults of any age as well. We do not require registration to take any of the free career tests or job quiz. An automatic script emails the test result link, so emails and names are not stored in any database.

#### **Holland Code Career Test**

This free, 10-minute career test uses the scientific Holland Code model to show you which jobs will suit your interests, talents, and aptitude. Measure your interest level in 6 major job areas and understand how psychologist John Holland's RIASEC model can guide your career planning.

### **Creating a Career Portfolio**

Here is some information that will help with a career portfolio. Use the templates to give the student some ideas of what to include in the community service, career preparation, and achievement sections of their portfolio.

### **Student Interest Survey for Career Clusters**

The Student Interest Survey for Career Clusters is a career guidance tool that allows students to respond to questions and identify the top three Career Clusters of interest based on their responses. This pencil/paper survey takes about fifteen minutes to complete and can be used in the classroom or for presentations with audiences who have an interest in career exploration.

#### **Career Cluster Video Series**

Career videos are organized into 16 clusters, or related types of work. Select a category to view a list of videos related to that cluster. Videos include career details such as tasks, work settings, education needed, and more.

# **Work Importance Profiler**

What's important to you in a job? Discover how much you value achievement, independence, recognition, relationships, support, and working conditions on a job. Get a list of jobs that reflect your values.

# **SD Department of Labor**

Information of the current job openings in your area, local labor market information, and a variety of other information and resources.

#### Skills to Pay the Bills

"Skills to Pay the Bills: Mastering Soft Skills for Workplace Success," is a curriculum developed by ODEP focused on teaching "soft" or workforce readiness skills to youth, including youth with disabilities. The basic structure of the program is comprised of modular, hands-on, engaging activities that focus on six key skill areas: communication, enthusiasm and attitude, teamwork, networking, problem solving and critical thinking, and professionalism.

### **Transition Assessments**

A variety of assessments on education, employment, independent living, social skills, and more.

# **SECTION 2 - POST-SECONDARY EDUCATION/TRAINING PREP**

# A Guide to Assessing College Readiness

Landmark College has identified their five "essential foundations" that are necessary for students with learning disabilities and AD/HD to be successful in college. This assessment looks at these foundations which are academic skills, self-understanding, self-advocacy, executive function, and motivation and confidence. This assessment uses a checklist format to identify student strengths and needs.

## Going to College – A Resource for Teens with Disabilities

Students can learn how to use their strengths, learning style and interests to set goals for college. They can learn what to expect in college and what professors will expect from them as well as learn tips for good grades, requesting and using accommodations, and using technology.

## **Advanced Career Technical Education Program**

As an organizing tool for curriculum design and instruction, Career Clusters provide the essential knowledge and skills for the 16 Career Clusters and their Career Pathways. It also functions as a useful guide in developing programs of study bridging secondary and postsecondary curriculum and for creating individual student plans of study for a complete range of career options. As such, it helps students discover their interests and their passions, and empowers them to choose the educational pathway that can lead to success in high school, college and career.

## **SD Dual Credit**

Dual credit is an opportunity for South Dakota high school students who meet admissions standards to enroll in public postsecondary institutions in South Dakota and simultaneously earn credits for both their high school diploma and postsecondary degree or certificate.

## **SD College Readiness Coursework**

College readiness courses are intended to assist students in reaching their goal of being fully prepared to enter into the workforce or a postsecondary institution following high school graduation.

#### **TSLP – Post-Secondary Education**

Choosing the right college or university is a difficult and time-consuming process for any prospective student. The student's IEP doesn't "follow" them to college or a technical institute, however, laws require virtually all post-secondary institutions make substantial accommodations for students with disabilities. It is important for students with disabilities who plan on attending a college or university to be informed of their rights and responsibilities at the post-secondary level.

Also includes the dates for the upcoming Catch the Wave events, list of post-secondary disability coordinators' contact information, and other valuable post-secondary information.

# **Links to many of South Dakota's Universities**

# **Links to South Dakota's Technical Institutes**

## SECTION 3 – LEARNING STYLES & PERSONALITY PROFILES

## **C.I.T.E Learning Styles Instrument**

The C.I.T.E. Learning Styles Inventory is often used to identify learning styles for adults. The C.I.T.E. (Babich, Burdine, Albright, and Randol, 1976) was formulated at the Murdoch Teachers Center in Wichita, Kansas to help teachers determine the learning styles preferred by their students.

The C.I.T.E. is divided into three main areas: language, visual language, auditory numerical, visual numerical and auditory-visual language.

Scores on the C.I.T.E. Learning Styles Inventory fall into one of three categories: major, minor, and negligible. These categories may be defined as follows:

- Major: The student prefers this mode of learning, feels comfortable with it, and uses it for important (to the student) learning. A student does not necessarily have one and only one preferred style.
- Minor: The student uses this mode but usually as a second choice or in conjunction with other learning styles.
- Negligible: The student prefers not to use this if other choices are available. The student does not feel comfortable with this style.

The Learning Styles Instrument in PDF form can be found <a href="here">here</a>.

#### **Education Planner: Self-Assessments**

Use the interactive self-assessments to discover what the student is good at and where they may have room for improvement. Identify the things that interest them and get some ideas about careers to explore.

#### **Comprehensive Study Skills Website**

Includes assessments for learning style, test anxiety, procrastination, concentration, motivation, math study skills, social skills, and self-esteem. Each assessment takes about five minutes to complete. They will immediately see their score along with recommendations. Also includes more than 100 practical articles. Topics include good study habits, managing time, reading and taking notes from textbooks, learning styles, preparing for college, study motivation, setting goals, and much more. Everything on the website is also available in Spanish.

#### **Learning Style Inventory**

Learn if the student is more of a visual, auditory, or kinesthetic learner. Also provides learning style study strategies to aid in the student's success.

#### **Learning Styles Quiz**

HowtoLearn.com is the world's leading site for learning resources. It is a transformational and value-driven company for all learners – parents, teachers, students and those in the workplace.

#### **Learning Styles Inventory: Together We Can**

Learn if the student is more of a visual, auditory, or kinesthetic learner. Also provides learning style study strategies to aid in the student's success.

## **SECTION 4 – STUDY SKILLS**

## **Educational Planner: Which Study Habits Can You Improve?**

Before a student can improve their study habits, they have to identify the strengths and weaknesses in their current study habits. Go through the assessment and find ways they can improve their study habits. This website also has other assessments that can help the student learn more about their study habits.

#### **Study Skills Inventory**

The College-Level Study Skills Inventory will assist in providing students with immediate feedback on their current approach to college-level study skills. There are six critical study skills college students need to consistently be developing: textbook reading, note taking, memory, test preparation, concentration, and time management. At the conclusion of the inventory, each of these skills will be assessed based on the manner in which the questions were answered.

## **Study Skills Assessment**

The Study Skills Assessment is designed to identify student's academic strengths and weaknesses. Once they have taken the Study Skills Assessment, explore the study skills topics that have been identified as potential weaknesses.

# **SECTION 5 – STRENGTHS & LIMITATIONS**

# **Find Your Strengths!**

This assessment can help the student determine which intelligences are strongest. If you're a teacher or tutor, you can also use it to find out which intelligences your learner uses most often.

# **Find Your Strengths and Weaknesses**

The Richard Step Strengths and Weaknesses Aptitude Test (RSWAT) is a tool to help you get a better look at who you really are and how much you could grow.

#### **Self-Motivation Quiz: How to Motivate Yourself**

The Self-Motivation Quiz is all about finding out what makes you tick. What pulls you toward the things you are going for – those top 3 motivating types that make you get going.

# **Casey Life Skills**

Casey Life Skills (CLS) helps you identify the small steps you can take to bring you closer to achieving your dreams. It's a way for you to build your own personal checklist of skills and strengths. It shows you what you know already and what is possible to learn to help you in the future. If your goals revolve around going to school, meeting new friends, living on your own, owning your own car, raising a family, traveling, or getting a job you love, CLS helps you plan for overcoming the challenges that can get in the way of these dreams.

## SECTION 6 – SELF-ADVOCACY

## Student Self-Determination and Self-Advocacy Skills Questionnaire

This questionnaire was developed to help the student self-identify their level of knowledge and skills related to self-determination and self-advocacy to see growth and continued areas of need.

#### **411 on Disability Disclosure**

This workbook is designed for youth and adults working with them to learn about disability disclosure and help them make informed decisions about whether or not to disclose their disability and understand by considering how that decision may impact their education, employment, and social lives.

#### **Self-Advocacy Guide for Teens with Disabilities**

A series of activities that a student can complete to discover more about their learning preferences, facts about their disability, accommodations available, and how to advocate for those accommodations.

#### **AIR Self-Determination Assessments**

The AIR Self-Determination scale:

- produces a profile of the student's level of self-determination
- identifies areas of strength and areas needing improvement
- identifies specific educational goals that can be incorporated into the student's IEP

# I'm Determined!

The I'm Determined project focuses on providing direct instruction, models, and opportunities to practice skills associated with self-determined behavior. The website has great information and templates to use to help facilitate youth, especially those with disabilities to undertake a measure of control in their lives, helping to set and steer the course rather than remaining the silent passenger.

#### **Self-Advocates Becoming Empowered**

The Self Advocacy Startup Toolkit has many sections called tools to help you start your own self advocacy group. Each tool will have important information with an activity at the end. You can do each activity on your own or together in a group.

#### **iTransition South Dakota**

An app/website for students with disabilities on an IEP, which was created by Disability Rights South Dakota. iTransition can assist with producing a draft transition plan based on answers provided to help develop a road map to adult life after high school.

#### Job Accommodation Network (JAN)

JAN provides free consulting services for all individuals, regardless of employment status. Services include one-on-one consultation about all aspects of job accommodations, including the accommodation process, accommodation ideas, product vendors, referral to other resources, and ADA compliance assistance.

## **SECTION 7 – LIFE SKILLS**

#### Life Skills Inventory: Independent Living Skills Assessment Tool

This inventory could assist parents, student, teachers, and transition specialists in creating a transition plan according to the student's capability. The style of the inventory is easy to follow, and the student could perhaps evaluate themselves on certain tasks along with another person conducting the inventory.

#### **QuickBook of Transition Assessments**

This guide will provide technical assistance to schools and/or agencies that provide special education and related services to youth with disabilities. It is helpful to think in terms of what your student's peers are doing at this age, how they are dreaming and planning for their lives after high school, and then attempt to help students with disabilities seek out activities to help them look at their dreams and goals as well. Just like students without disabilities, students with disabilities, now have many options to explore and many adult service providers to choose who they may receive services from.

#### **HealthSmart**

HealthSmart is ETR's comprehensive K–12 health education program. It gives children and youth the knowledge and skills to make healthy choices and establish life-long healthy behaviors.

## **Determining the Need for Independent Living Postsecondary Goal(s)**

This form is designed to help the IEP team decide if a student needs a postsecondary goal in the area of independent living. Independent living includes the skills and knowledge an individual needs to direct his or her life at home and in the community.

# Transitioning to Independence: How Ready Are You?

Young people can take care of their own health conditions or disabilities in a variety of ways. This assessment will help them build the skills they need to make a successful transition to adult care and independent living.

#### **Make Money Choices**

Forming a budget is one of the most important parts of financial success. As you first enter the workforce, or even if you switch jobs, knowing how much money you will have available to spend on different aspects of your life will help you avoid debt & possibly even save some money for a rainy day.

# TSLP – Independent Living Resources

As teens approach adulthood, living independently becomes a significant goal. Independent living skills or tasks are those related to daily living, and may include housing, personal care, transportation, and social and/or recreational opportunities.

#### **Healthcare Transition**

Transitioning from childhood to adulthood is exciting and challenging—both as a young person and as a parent of a young person. Preparing for health care transition often receives less attention than preparing for other transitions in school, work, relationships, and independent living.

## **SECTION 8 – SPECIFIC AREAS OF NEED**

# **Developmental Disabilities**

### **Build Your Plan**

Build Your Plan is a tool that enables you and your family to create an account within the Center and get started making a future plan. It's important that you plan ahead to help guide a person with an intellectual or developmental disability (I/DD) to lead a good life as independently as possible.

#### **Milestones Autism Tool Kits**

Tool Kits are a great way to assist with the personal planning and navigation of common challenges and have been developed in response to some most frequently asked questions for those with Autism. Each Tool Kit is a great way to pinpoint more detailed answers and additional suggested resources on different topic areas.

#### **Let's Get to Work – Transition Planning Tool**

This planning tool was created to help students and their support teams come together to talk and think about employment goals. It can serve as a guide to teams and will work best when the information compiled is a true reflection of the student's experiences, thoughts, and opinions. Teamwork throughout this process by a group of people who know the student well is important. This tool is not intended to be a form for one-time completion, rather it is designed to be an ongoing guide for teams to use as students move through transition, build life skills, and engage in educational and work experiences in preparation for adulthood.

# <u>Autism Speaks – Transition to Adulthood</u>

The website provided a transition tool kit, community-based skills assess, and access to an advocacy tool kit to learn self-advocacy skills. As well as a variety of other helpful resources and tools.

#### It's My Future!

It's My Future! is a Self-Determination publication useful for adults with developmental disabilities to prepare for their planning, individual habilitation, or person-centered planning meeting.

# **Visual Impairment**

#### SD Rehabilitation Center for the Blind

If you have a visual impairment, the South Dakota Rehabilitation Center for the Blind (SDRC) may be able to help. Staff members are trained to teach skills that help people lead a full productive life--regardless of how much one does or does not see. Upon completion of training, individuals usually return to their community and use these new skills in their home, school or job.

## **COPSystem Career Guidance**

The COPSystem VIA consists of three assessments that measure values, interests, and abilities. Results are combined from each inventory to guide clients toward a career that is the right fit for them. The COPSystem VIA helps people find the career they want, not just the job they need. There is a cost for these assessments, but they are compatible with screen reader software & additional accommodations.

# **Career Assistance for the Blind and Vision Impaired**

For someone who is blind or visually impaired finding employment can be demoralizing and disheartening. But it doesn't have to be that way. This guide offers job seekers with vision impairments a one-stop shop for information and other resources to help them jumpstart their careers.

#### **Perkins: Vocational Assessments**

At Perkins School for the Blind, Vocational Assessments are conducted in the Deafblind Program, Secondary and Community Programs (Outreach and Transition to Life Cooperative). Each program includes a team of professionals who conduct relevant vocational assessments that guide the work experience program of students and contribute to the transition planning and portfolio as students graduate and move to the next environment.

#### **Teaching Students with Visual Impairments**

Career education for students with visual impairments needs to begin as early as possible and include self-awareness and career exploration activities, job seeking skills instruction, information about job keeping, and encourage opportunities for gaining work experience. Teaching skills in the area of career education can provide students with visual impairments of all ages with the opportunity to learn first-hand the work done by members of the home and community.

# **Deaf & Hard of Hearing**

## Minnesota Transition Guide for the Deaf & Hard of Hearing

The transition guide was created to give guidance in the area of transition for Deaf or Hard of Hearing students to assist with learning more about the unique aspects of the student's hearing loss that may require additional specialized services and resources.

#### **Getting a Job! Module**

The Getting a Job! online training was developed and designed for students who are deaf or hard of hearing and the professionals who work with them. Focusing on the transition from school to work, the training offers a series of activities, supporting documents and topical videos designed to help the job seeker prepare for the world of work. All the videos in the modules are presented in ASL and are also voiced in English and captioned.

#### **CSD Learns**

This site, developed by the Communication Services for the Deaf, offers a variety of courses related to employment available in ASL and English. They have courses about job interviews, resumes, job search and much more. All the courses are available for free.

#### Map It: What Comes Next

Video vignettes signed in ASL with spoken English and written transcription, self-assessments, and a series of interactive questions guide students as they identify their goals and develop strategies to achieve them. All interactive materials are saved and compiled in an electronic portfolio.

#### **SD School for the Deaf: Transition Tab**

A variety of resources are available that share information about employment, post-secondary, independent living resources, and more specific to students who are deaf or hard of hearing.