Career Planning Document Sample

Creating Career Success: A Flexible Plan for the World of WorkTestsFundamentals of Technology Project ManagementDirectory of Federal Statistical Data FilesCareer DevelopmentJournal of Career DevelopmentManagementIndividualized Career Plan (ICP)Exceptional Child Education ResourcesFederal Statistical Data BasesCareer Planning and Job Hunting for Today's StudentPlanning DocumentDocumentation of Educational Research in Pakistan, 1947-1995Career Planning and Placement for the College Graduate of the '70'sCareer Planning for Chicano/Latino StudentsPeak PerformanceLearning Standards for Career Development and Occupational StudiesAssessing YouResources in EducationImplementing Career EducationInternational Labour DocumentationPivotDissertation Abstracts InternationalCollecting Data with Electronic ToolsSources of Information on Career EducationCareer Planning StrategiesJournal of Career Planning & EmploymentManual for Career Development ProgramsAnnotated instructor's edition Peak performanceInstructor's Annotated Edition Peak PerformanceTestsCareer Development in a Changing SocietyTesting Older AdultsDrafting Wills, Trusts, and Other Estate Planning DocumentsManagementCareer Planning for Adult ProbationersCareer Development Interventions in the 21st CenturyA Guide for Career Development PractitionersNational Assessment of Educational Progress 1969-1983Managing Software Maniacs

Creating Career Success: A Flexible Plan for the World of Work

Tests

Fundamentals of Technology Project Management

Directory of Federal Statistical Data Files

For courses in Career Counseling in both Counseling and Psychology departments. Organized around the National Career Development Association's competencies, this practical, engaging text examines the full spectrum of state-of-the-art career development topics. Coverage focuses squarely on the application of interventions with real people, using straightforward presentations and cases studies to expose students to all of the essential competencies required for the professional practice of career counseling. The authors' respect for their field, and their long-standing commitment to educating

students about career development theory and practice creates a readable, useful, interesting text that addresses the wide diversity of career counseling clients and counselors in today's society, while emphasizing that careers develop over time, rather than in a single "enlightened" moment.

Career Development

Successful project management is increasingly vital to all organizations, driven by the demands of global competition, rapid technological growth, and faster time to market (just to name a few). For those in technology fields, project management skills are fast becoming a required core competency. And those who have mastered these skills continue to be in high demand worldwide, commanding higher salaries than those around them. But how does one extend those skills or acquire them in the first place? Fundamentals of Technology Project Management is a great place to start. Of the hundreds of project management books on the market, precious few address the unique needs of the IT project manager. Unlike most other project management books, Fundamentals of Technology Project Management tackles the specific issues that technology professionals must face, such as understanding technology resources, managing project scope and feature creep, and meeting client expectations, among many others. Whether you're a college student, a software engineer, or an IT professional, Fundamentals of Technology Project Management will help you gain a comprehensive understanding of the project management life cycle and learn how to manage it – from first steps on through to intermediate topics (as well as some advanced ones). Author Colleen Garton explains — in easy-to-understand language— not only the what but the how of IT projects. What's more, unlike general project management books, the examples and case studies in this book are all based on technology projects, making them far more relevant to the learner. Also included is a content-rich CD-ROM loaded with features to make the life of any IT project manager (or the IT professional with project management responsibilities) far easier. There are document templates you can use for all phases of the project — from the initial RFP to closing reports. Plus, the author steps you through meeting agendas, status reports, cost analysis, technical specifications, and more. In addition to the document templates, you're provided with PowerPoint slides that can be modified and used for reporting progress to users and management. The continuing rise in importance of project management cannot be denied. Let this book be your guide to becoming a more effective, more efficient IT project manager. With Fundamentals of Technology Project Management you will: - Discover the top ten reasons projects fail - Master the five keys to project success - Explore the six phases of the project lifecycle, step by step - Review the documents necessary for good project management and learn how to complete them - Understand the warning signs of a project in trouble and learn how to get it back on track - Learn Quality Management and Quality Assurance practices in easy-to-understand terms - Acquire practical ways to develop effective leadership and team-building skills

Journal of Career Development

Management

Individualized Career Plan (ICP)

Exceptional Child Education Resources

Whether readers are already in the workplace or about to embark on a career, this leading text and reference will help them learn how to take better charge of their personal life and professional development. It uncovers the essentials of management as they apply within the contemporary work environment. Particular attention is paid to cultural diversity, the global economy, ethical behavior and social responsibility, and the use of technology.

Federal Statistical Data Bases

Career Planning and Job Hunting for Today's Student

Planning Document

Documentation of Educational Research in Pakistan, 1947-1995

Career Planning and Placement for the College Graduate of the '70's

Career Planning for Chicano/Latino Students

Topical listing of tests available to psychologists, educators, and human resource personnel. Intended to describe tests, not

to review or evaluate. Entries give such information as test title, author, intended population, mode of administeringthe test, purpose, features, timing, scoring, cost, availability, and publisher. Miscellaneous indexes.

Peak Performance

Learning Standards for Career Development and Occupational Studies

Assessing You

Resources in Education

Implementing Career Education

International Labour Documentation

Pivot

Dissertation Abstracts International

Collecting Data with Electronic Tools

Sources of Information on Career Education

Ken Whitaker offers invaluable advice on easing every aspect of programmer management, including attracting and keeping developers, office dynamics, building successful development teams, and more. Written in a humorous--yet practical style--the book includes case studies and examples throughout.

Career Planning Strategies

Journal of Career Planning & Employment

Manual for Career Development Programs

This best-selling text presents new and returning college students with practical, hands-on methods of increasing their performance inside and outside the classroom. It helps them make the connection between their academic efforts and their job and life skills. They learn a variety of personal productivity skills related to positive work and study habits, as well as creative problem-solving, organizational, and interpersonal skills. The new edition has been extensively updated to include an even stronger integration of the theme of "Self-Management", reinforcing the importance of character and personal responsibility. All the interactive exercises and assessments have been revised to promote critical thinking, and a new culminating chapter now focuses on exploring majors, career development, and service learning.

Annotated instructor's edition Peak performance

Instructor's Annotated Edition Peak Performance

Tests

This package brings together a core text, skill-building workbook, a comprehensive Web site with additional interactive case studies, skills assessments, career tools, and teaching resources drawn from the author's award winning classroom. Together, the book and the assets that surround it show students how to "Get Connected" as they discover the dynamics of management in the context of a challenging and new work environment. They will learn about the responsibilities of a manager and what this means for their future career through many practical examples that are interwoven with core

concepts and theories. They will appreciate the clear, concise, and engaging writing style that has made this text successful year after year. And, they will benefit from the solid foundation of research covered, as well as the high quality of examples presented.

Career Development in a Changing Society

Testing Older Adults

Drafting Wills, Trusts, and Other Estate Planning Documents

Management

Career Planning for Adult Probationers

"Updated with a new afterword."--Front cover.

Career Development Interventions in the 21st Century

This career planning handbook describes how to identify specific assets within each of these four elements: knowledge, skills and abilities; personal characteristics; resources; and passion. It includes activities to explore personal career assets and how to apply them to a new line of work or a new way of working.

A Guide for Career Development Practitioners

National Assessment of Educational Progress 1969-1983

Whether you're carrying out a training needs assessment, or planning to launch a new product, you need hard data to make

your next move. However, do you know if the data you collect fits your needs and is valid? This issue enables you to collect data using electronic tools such as email and the Web. It explains several data collection methods, including Web surveys, electronic interviewing, and traditional secondary research using online resources. The seven-step research model presented also gets you data that is appropriate, useful, and validated. Save time and effort by searching with the right method and in the right place the first time.

Managing Software Maniacs

Today's workplace is a dynamic, ever-changing environment. Job security is a thing of the past, layoffs are common, and people change jobs and careers frequently. Students need to be prepared to adapt to the unexpected twists and turns they may face. CREATING CAREER SUCCESS helps students develop a self-directed, proactive, flexible plan to launch and manage their careers over the years to come, using the latest technological resources and job search strategies. Through a process of self-assessment, career exploration, and self-promotion students discover how to connect their skills, interests and values to a variety of possible careers, build relationships, and present themselves in the best possible light to potential employers. Most importantly, students are encouraged to keep their minds and options open, and to engage themselves fully in the career development process. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

ROMANCE ACTION & ADVENTURE MYSTERY & THRILLER BIOGRAPHIES & HISTORY CHILDREN'S YOUNG ADULT FANTASY HISTORICAL FICTION HORROR LITERARY FICTION NON-FICTION SCIENCE FICTION