

**TABLE 4.2** Thirty Questions You Should Ask about Any Career Option***The Nature of the Work***

1. What kind of work is done in this field (types of tasks, responsibilities, assignments, projects, etc.)?
2. What kinds of people would I work with? Try to get an idea of their work values, interests, and skills.
3. How much of the work is with data, with people, and with things?
4. Would I work indoors? sitting? standing? Would I work outdoors? Would I travel?
5. What kinds of pressures are felt by a person working in this field?
6. What are the working conditions? Could they affect my health and safety?
7. How flexible are the hours? Does the work involve long hours, shift work, overtime, or working on weekends?
8. Who are the major employers?
9. What are the areas of concentration in this field?
10. What are the related occupations?

***Entry Requirements***

11. What education is required for someone who is entering this field (associate's, bachelor's, master's, or other advanced degrees)?
12. What college majors are suggested as the best route to enter this field?
13. How competitive are the requirements for entering educational programs in this field? Are such programs available in my area?
14. Which courses typically are the most difficult in the training program?
15. What kinds of people tend to do well in this field? What skills and qualities are important (e.g., attention to detail, ability to work under pressure, or ability to negotiate)?

***Rewards and Benefits***

16. What does a typical worker earn?
17. What is the salary range of people in this field after they have acquired some job experience?
18. Are such employee benefits as paid vacation, sick leave, pension, and health insurance typical in this occupation?
19. Is there an opportunity to learn new skills?
20. Will my work be recognized by my co-workers?
21. Will I work independently? Be closely supervised? Work in teams?
22. What factors influence advancement?
23. Can you describe a possible sequence of jobs that will lead to increased responsibility and earning power in this field?

***Outlook for the Future***

24. How is technology changing this field?
25. Is technology creating more jobs, fewer jobs, or different jobs?
26. How is globalization changing this field (e.g., stiffer competition and more opportunities because of new markets)?
27. Are job opportunities increasing or decreasing in this area? What are the reasons for predicting an increase or decrease in job opportunities (e.g., baby boomers' retirements creating new openings, or a poor economy)?
28. Is there much competition in this area for jobs in this field? What are the reasons for this?
29. What factors influence advancement?
30. What skills will I develop that I could transfer to another field?