

8-1-1992

# A Career Development Products Sampler

Maine Occupational Information Coordinating Committee

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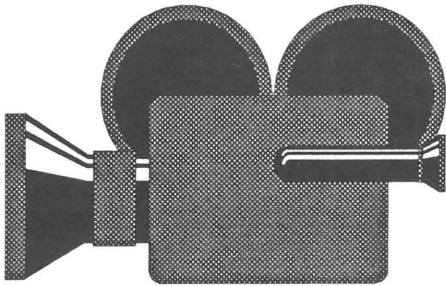
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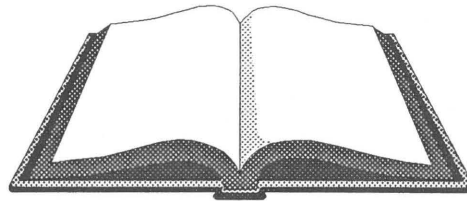
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**A CAREER DEVELOPMENT  
PRODUCTS SAMPLER ...**

**LIBRARY USE ONLY**

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Non-Profit Organizations  
State Agencies  
Federal Agencies**



**Published By: Maine Occupational Information  
Coordinating Committee  
August 1992**

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## **INTRODUCTION**

This booklet was developed to increase the awareness of Maine school counselors, job training specialists and others who work in the field of career development regarding career related printed, computerized and video resources. Inclusion in this booklet does not represent a MOICC endorsement. Prices quoted in the publication are subject to change. This booklet is only intended to increase your awareness of product and resource availability.

If your school or agency uses products or resources not listed in this booklet, please write to MOICC with a product description, vendor name, address, price and your evaluation of the product. Your product will be added to the booklet as it is updated.

The MOICC operates the Work Education Resource Center (WERC.) This is a lending library of career related materials for professional and client audiences, kindergarten through adult.





## List of Companies and Agencies With Product Codes

The ACE Consortium (B)  
American College Testing (A,CP)  
American Guidance Services (A,B,CP,V)  
Cambridge Career Products (A,B,CP,V)  
Chronicle Guidance Publications (A,B,CP)  
The College Board (B,CP)  
Consulting Psychologist Press. Inc. (A,B,CP,V)  
Education Information Systems, Inc. (CP)  
Education Research Information Centers (ERIC) (B)  
Guidance Associates (V)  
ISM Corporation (A,CP,V)  
JIST Works, Inc. (A,B,CP,V)  
Jossey-Bass Publishers (B)  
ME Dept. of Labor, Division of Economic Analysis & Research (B)  
Maine Occupational Information Coordinating Committee (B,CP,V)  
National Computer Systems (A,CP)  
Orchard House (B,CP,V)  
Peterson's (B,CP)  
PESCO International (A,CP)  
Psychological Assessment Resources, Inc. (A,B,CP)  
Riverside Publishing Company (A,B,CP)  
Sunburst Communications (V)  
Ten Speed Press (B)  
United States Government Printing Office (B)  
VERTEK, Inc. (CP)  
Vocational Research Institute (A)  
Wintergreen Software, Inc. (A,B,CP,V)  
Zephyr Press (B)

Codes:     A=Assessment  
           B=Books/Printed Materials  
           CP=Computer Programs  
           V=Videos



**ACE Distribution Service (The ACE Consortium)**

Suite 248  
2323 Anderson Avenue  
Manhattan, KS 66502-2911  
913-532-6540  
FAX: 913-532-6540

The mission of the ACE Consortium is to develop career videos "in support of the SOICC and CIDS efforts to provide comprehensive, high quality, career development services to all segments of the population."

Video titles include . . .

1. Kaleidoscope of Careers (7-12)	\$150.00
2. Profiles: People and Jobs (9-12)	\$132.00
3. Employability Skills (9-12)	\$132.00
4. Foundations for the Future (3-6)	\$ 48.00
5. Designing the Future (9-12)	\$ 48.00
6. It's a New World (6-9)	\$ 89.00
7. Pathways (4-6)	\$ 49.00

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**American College Testing ACT**

2201 N. Dodge  
Iowa City, IA 52243  
319/337-1031

**ACT Eastern Region**

Pine West Plaza IV  
Washington Avenue Extension  
Albany, New York 12005-5510  
518/869-7378

In addition to the ACT College Entrance Exam, ACT develops and sells a variety of computerized career guidance and information programs. Their major system is DISCOVER which has versions designed for middle school students, high school students, college students and adults. Their middle school program can be purchased for about \$450. Their DISCOVER series depending upon individual or consortium purchase plans will range from about \$1,100 to \$1,850. The DISCOVER program includes self-assessment and information modules. Recently, ACT has added RAVE (Realistic Assessment of Vocational Experiences), a transferrable skills program based on the Dictionary of Occupational Titles. This program is used by Maine Vocational Rehabilitation Offices. The individual purchase price is around \$2,900. Another computer product is WorkNet, a powerful tool for automating job development and placement. The purchase price for WorkNet is about \$1,500.

**American Guidance Services AGS**

4201 Woodland Road

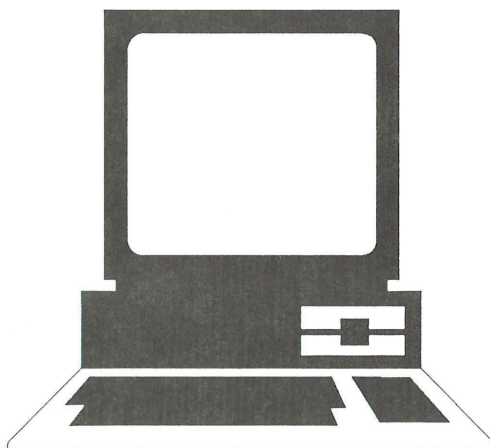
P.O. Box 99

Circle Pine, MN 55014-1796

1-800-328-2560

FAX: 612-786-9077

AGS offers a variety of products relating to vocational interests, self esteem, career interest assessment and parenting. AGS offers the Worker Trait Group Guide at \$24.50 and the Occupational Outlook Handbook for \$21.50. A new product call TOOLS FOR TRANSITION prepares students with learning disabilities for postsecondary education. Cost for this product would be approximately \$150.00. Another new product, TEACHING SOCIAL SKILLS TO CHILDREN costs \$24.45. DUSO kits are also available through AGS (\$275). For parenting programs, AGS distributes the STEP: Systematic Training for Effective Parenting Program. The complete kit costs \$245.00. The AGS product, The Harrington-O'Shea Career Decision Making System, is widely used throughout Maine. AGS makes both a printed and computerized version of this product available. Packages of 25 survey booklets and interpretative folders will cost between \$35 and \$42 depending upon quantities ordered. Two versions are available. The computerized version (25 administrations only) costs \$175.



### **Cambridge Career Products**

P.O. Box 2153, Dept. CC10  
Charleston, WV 25328-2153  
1-800-468-4227

Cambridge Career Products distributes print, books, computer programs and videocassettes on numerous career education and related topics. Topics include career exploration, occupational clusters, resume preparation, interview skills, job search, employability skills, values, students at risk, stress and substance abuse.

Book titles include . . .

- |   |          |
|---|----------|
| 1. Activities of Individualized Career Exploration  | \$ 19.95 |
| 2. Joyce Lain Kennedy's Career Book                 | \$ 18.95 |
| 3. The Encyclopedia of Career & Vocational Guidance | \$129.95 |
| 4. Career Discovery Encyclopedia (Elementary)       | \$109.95 |
| 5. Occu-Facts                                       | \$ 38.00 |
| 6. Dynamic Cover Letters                            | \$ 7.95  |

Computer programs include . . .

- |  |          |
|--|----------|
| 1. Emerging Occupations Interest Inventory (IBM,App) | \$ 79.95 |
| 2. Careers of the Future (IBM,App)                   | \$ 79.00 |
| 3. Career Quest: The Occupational Exploration Game   | \$ 89.00 |
| 4. Career Scan V                                     | \$169.00 |
| 5. Computerized Career Assessment & Planning Prog.   | \$485.00 |
| 6. Career Directions (IBM,App)                       | \$ 89.00 |

Video titles include . . .

- |   |          |
|---|----------|
| 1. Self-Awareness & Career Options, VHS | \$ 98.00 |
| 2. Investigating the World of Work, VHS | \$ 98.00 |
| 3. Occupational Preparation, VHS        | \$ 98.00 |
| 4. Career Goals: Your Ladder to Success | \$ 98.00 |
| 5. Putting High School to Work for You  | \$ 89.00 |
| 6. Vocational Inventory Video, VHS      | \$295.00 |

(Catalog is filled with many interesting video titles.)

Printed materials include . . .

- |   |          |
|---|----------|
| 1. Achievement Posters (2 Sets)         | \$ 39.95 |
| 2. Health Careers Kit                   | \$112.00 |
| 3. The Career Box                       | \$ 99.00 |
| 4. Desktop Careers Kit                  | \$368.00 |
| 5. Writing Checks Right Skills Workbook | \$ 5.95  |

**Chronicle Guidance Publications, Inc.**

66 Aurora Street

P.O. Box 1190

Moravia, New York 13118-1190

1-800-622-7284

Chronicle Guidance has long been a producer of career education materials. Products include the following

- |  |        |            |
|--|--------|------------|
| 1. Chronicle Career Quest for grades 6 - 9 | 24 for | \$ 55.00   |
| 2. C-Lect                                  |        |            |
| (Computerized Career Information System)   |        | \$ 900.00  |
| 3. Occupational Library --                 |        |            |
| Filing by G.O.E.                           |        | \$ 750.00  |
| Filing by D.O.T.                           |        | \$ 800.00  |
| 4. Video Career Library                    |        | \$1,179.00 |

In addition Chronicle Guidance offers subscription services and related educational directories.

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**The College Board**

Department S43

Box 886

New York, New York 10101-0886

212-713-8165

The College Board develops and distributes both printed materials and computer programs relating to colleges throughout the United States. Computer programs are available in both MS-DOS and Apple II family formats.

**Publications include . . .**

- |  |          |
|--|----------|
| 1. The College Handbook, 1993                            | \$ 19.00 |
| 2. Index of Majors and Graduate Degrees, 1993            | \$ 16.00 |
| 3. The College Cost Book, 1993                           | \$ 15.00 |
| 4. The College Handbook for Transfer Students, 1993      | \$ 16.00 |
| 5. The College Handbook Foreign Student Supplement, 1993 | \$ 15.00 |
| 6. The College Board Guide to the Most Popular Colleges  | \$ 16.00 |

**Computerized Programs . . .**

- |                                      |          |
|--------------------------------------|----------|
| 1. College Explorer, 1993            | \$125.00 |
| 2. College Cost Explorer, 1993       | \$125.00 |
| 3. Two-Program Set (above)           | \$198.00 |
| 4. Renewals from 1992                | \$ 99.00 |
| 5. College Explorer, Plus 1993       | \$295.00 |
| 6. College Explorer Fund Finder 1993 | \$395.00 |

**Consulting Psychologists Press, Inc.**

3803 E. Bayshore Road

Palo Alto, CA 94303

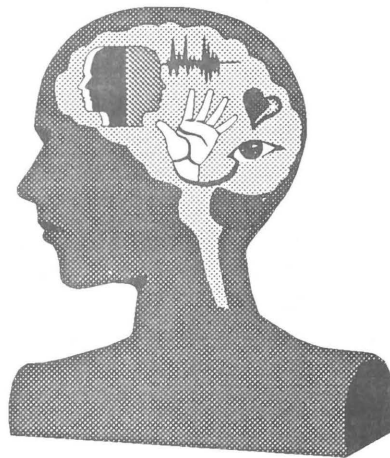
1-800-624-1765

415-969-8901

Consulting Psychologists Press offers solutions for team building, career development, organizational development, job evaluation, employee selection, leadership development, out-placement and training. They are the primary publishers for the Myers-Briggs Type Indicator, the Strong Interest Inventory, the Occupational Preference Inventory and the Career Beliefs Inventory. In addition to distributing testing materials, Consulting Psychologists Press provides a scoring service, companion publications to the assessments, research and training.

Companion publications include . . .

- |   |          |
|---|----------|
| 1. Using the Myers-Briggs Type Indicator in Organizations | \$ 79.00 |
| 2. Complete Myers-Briggs Trainer's Program                | \$375.00 |
| 3. A New Approach to Using the MBTI in Career Counseling  | \$195.00 |
| 4. Work, Play and Type: Achieving Balance in Your Life    | \$ 16.00 |
| 5. Using the Strong & the MBTI in Career Counseling       | \$ 25.00 |
| 6. Using the Strong in Organizations                      | \$ 55.00 |
| 7. Strong Career Finder                                   | \$ 2.00  |
| 8. Downshifting   | \$ 26.95 |
| 9. The Plateauing Trap                                    | \$ 11.50 |
| 10. Handbook of Industrial and Organizational Psychology  | \$ 95.00 |





**Education Information Systems, Inc. EIS**

Box 2147

West Patterson, New Jersey

201-445-4636

as of September 1992

EIS offers new easy-to-use software designed to help students and parents make intelligent college decisions. Recently, EIS introduced "The College Knowledge System" of IBM compatible and Apple Macintosh software programs. Two versions are available - one for family use at home and another for use in schools. The programs may be purchased individually, \$79.95 per title for the home versions and \$225 per title for school versions or all five programs \$199.95 for home and \$495 for schools.

Titles include . . .

1. Personal Inventory of College Styles
2. How to Choose the Right College
3. How to Plan for College
4. College Knowledge Resources
5. How to Choose the Right Major

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**ERIC Clearinghouse on Adult, Career,  
and Vocational Education**

Center on Education & Training For Employment

The Ohio State University

1900 Kenny Road

Columbus, Ohio 43210

1-800-848-4815

The ERIC Clearinghouse and the Center on Education & Training for Employment provide a variety of useful services and products. In Maine, educational and employment & training professionals can use the Information Exchange at the Maine State Library (1-800-322-8899) to order ERIC searches and receive annotated bibliographies of their searches. Then orders can be placed via the ERIC "800" number for microfiche or printed materials. ERIC materials are reasonably priced. Sometimes materials are free!

Titles include . . .

1. Articulation Models for Vocational Education
2. A Framework for Evaluating Local Vocational Education Programs
3. Family Life and Worker Productivity
4. Outcomes of Career Guidance and Counseling
5. Vocational Education Performance Standards
6. Career Education: Some Essential Learner Outcomes

### **Guidance Associates**

P.O. Box 1000

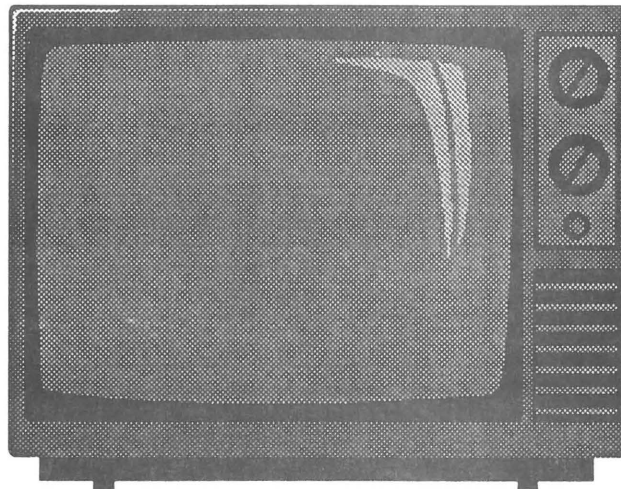
Mount Kisco, NY 10549-0010

1-800-431-1242

Guidance Associates offers a wide range of quality videos. Topics include suicide, nutrition, self-esteem, sex education, child abuse, family relationships, parenting skills, health & human behavior, career education, office safety, business education, study skills, writing skills, communication skills, and elementary/junior high guidance.

Live-action video titles include . . .

- |  |          |
|--|----------|
| 1. What You Don't Know Can Kill You:<br>Sexually Transmitted Diseases and AIDS | \$209.00 |
| 2. Study Skills: Learning to Listen and<br>Communicate Effectively             | \$139.00 |
| 3. Jobs for the 21st Century   | \$209.00 |
| 4. Sell Yourself: Successful Job Interviewing                                  | \$ 89.00 |
| 5. Career Planning: Putting Your Skills to Work                                | \$239.00 |
| 6. Proud to Be Me: Developing Self-Esteem                                      | \$209.00 |
| 7. I Don't Know What to Do: Decision-Making<br>Skills                          | \$209.00 |
| 8. Teen Suicide: Who, Why-- and How You Can<br>Prevent It                      | \$209.00 |



**ISM Corporation (CAREERWARE)**

810 Proctor Avenue  
Industrial Park Building #3  
Ogdensburg, NY 13669  
1-800-267-1544  
FAX: 613-739-4933

**Northeast Region**

Gerard P. Bilodeau  
96 Ohio Street  
Bangor, Maine 04401  
207-942-9554

ISM Corporation, CAREERWARE, has a cooperative marketing agreement with the Maine Occupational Information Coordinating Committee. This agreement allows for special pricing arrangement depending upon school size and consortium agreements.

Products include . . .

1. CHOICES, Jr. (\$395 minus discount)
2. CHOICES
3. CHOICES, CT for Career Transitions

Computer programs are available for IBM and compatibles and Apple Macintosh computers. CHOICES, JR. uses a lively and interactive approach to introduce self-awareness and career exploration concepts to youth (grades 5-8). CHOICES engages high school students in a process that heightens their self-awareness, helps them set priorities, and develops career decision making skills. CHOICES CT helps adults who are facing career decisions or making a career transition to relate their skills, interests, and work priorities to career options. Costs for CHOICES and CHOICES CT may range from \$700 to \$1,000 contingent upon school size or consortium agreement.

Other programs offered by ISM Corporation include . . .

1. The National Career Aptitude System (\$295)
2. The Video Career Library (\$1,180 for 18 videos)
3. Emerging Careers Library (2 titles \$89.95 each)
4. Career Exploration and Planning Program (CEPP)  
\$95 per tapes or \$310 for complete set of four

**JIST Works, Inc.**

720 North Park Avenue  
Indianapolis, IN 46202-3431  
1-800-648-JIST  
FAX: 1-800-JISTFAX

JIST Works provides a wealth of excellent materials related to career awareness, exploration and decision making. Materials include career planning references, career interest assessment devices, career planning and job search videos and job search text workbooks.

Titles include . . .

1. Getting the Job You Really Want	\$ 9.95
2. Knowing Yourself	\$ 6.95
3. Making Decisions	\$ 6.95
4. Career Preparation	\$ 6.95
5. Your Career	\$ 6.95
6. The Right Job for You	\$ 7.95
7. The Career Emphasis Series	\$ 20.95
8. I Can Manage Life	\$ 7.95
9. I Am Already Successful	\$ 7.95
10. The Dictionary of Occupational Titles	\$ 40.00
11. The Enhanced Guide for Occupational Exploration	\$ 29.95
12. Occupational Outlook Handbook	\$ 17.95
13. American's 50 Fastest Growing Jobs	\$ 9.95
14. The Very Quick Job Search Video	\$129.00
15. The Career Exploration Inventory	\$ 25.00
package of 25 self-scoring recommended for adults	

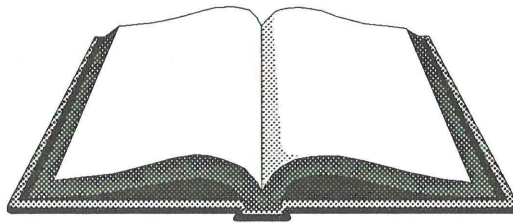
JIST Works offers many titles. Many of the books listed above require an instructor's manual at an additional cost.

**Jossey-Bass Publishers**  
350 Sansome Street  
San Francisco, CA 94104-9825  
FAX: 415-433-0499

Jossey-Bass Publishers is a leader in books for career development specialists and professional managers. If keeping current is important to you, Jossey-Bass Publishers is a good one to check out! This is only a sample of their publications.

Titles include . . .

- |   |         |
|---|---------|
| 1. The Ultimate Advantage, Creating the High-Involvement Organization | \$29.95 |
| 2. Team Players and Teamwork  | \$22.95 |
| 3. Creating Effective Boards for Private Enterprises                  | \$25.95 |
| 4. Training for Impact  | \$28.95 |
| 5. Building Productive Teams  | \$23.95 |
| 6. Large-Scale Organizational Change                                  | \$29.95 |
| 7. The Creative Manager   | \$24.95 |
| 8. The Entrepreneurial Experience                                     | \$28.95 |





**Maine Department of Labor**  
**Division of Economic Analysis & Research**  
20 Union Street  
Statehouse Station # 54  
Augusta, Maine 04333-0054  
207-287-2271

For a small publication fee, the Division of Economic Analysis and Research offers a variety of Maine based labor market information publications. Publications range from \$2.50 to \$13.00. A series of Occupational Profiles will be available September of 1992. These profiles bound in ring notebook will cost approximately \$49.95 a set. A Job Search Guide is also available.

For publications . . .

Maine Bureau of Employment Security  
Division of Economic Analysis and Research  
Attn: Publications Unit Manager  
P.O. Box 309  
Augusta, Maine 04332-0309

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**Maine Occupational Information Coordinating Committee (MOICC)**  
Statehouse Station # 71  
Augusta, Maine 04333-0071  
207-287-2331  
FAX: 207-287-2334

The MOICC offers a variety of career information products and services at no charge. The MOICC houses and operates the Work Education Resource Center, a lending library of career education resources.

If available, MOICC publications include . . .

1. The ABC's of the World of Work in Maine
2. The Maine Job Box
3. Planning to Realize Educational Potential (PREP)
4. Building Blocks for the Future (Elementary Curriculum)
5. The Maine Guide (Adult Career Transitions Curriculum)
6. The Work Family Integration Study
7. The Maine Works Video and Booklet Series (Masters)
8. The Maine Idea Series:
  - a. Fundamentals of Career Decision Making
  - b. Job Seeking
  - c. Job Keeping
  - d. Parenting Handbooks
9. Quarterly Newsletter (Get on our mailing list)

The MOICC also has agreements with Riverside Publishing Company for discounted pricing on the GUIDANCE INFORMATION SYSTEM and ISM Corporation for CHOICES software programs. Contact the MOICC office for information.

### **National Computer Systems**

P.O. Box 1416  
Minneapolis, MN 55440  
1-800-NCS-7271

NCS distributes the Career Assessment Inventory (the enhanced and vocational versions). They also sell the following career guidance instruments . . .

1. IDEAS: Interest, Determination, Exploration and Assessment System
2. Career guidance reference books, and
3. Temperament and Values Inventory (TVI)

Answer sheets are scored by company. The Career Assessment Inventory uses Holland's RIASEC typology and costs about \$4.00 for the questionnaire. Scoring costs range approximately \$5.00.

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**Orchard House, Inc.**  
112 Balls Hill Road  
Concord, MA 01742  
508-369-0467  
1-800-423-1303  
FAX: 508-369-9472

Orchard House, Inc. offers a variety of college reference materials and other career related books and software. Their college admissions data handbooks are recognized for quality and comprehensiveness.

Publications include . . .

- |  |          |
|--|----------|
| 1. College Admissions Data Handbook -- |          |
| National Editions 4 volumes            | \$175.00 |
| Northeast Edition                      | \$ 48.00 |
| Southeast Edition                      | \$ 48.00 |
| Midwest Edition                        | \$ 48.00 |
| West Edition                           | \$ 48.00 |
| 2. College Admissions Index of         |          |
| Majors and Sports                      | \$ 28.00 |
| 3. Technical, Trade, & Business        |          |
| School Data Handbook                   | \$ 99.00 |
| Regional editions                      | \$ 55.00 |
| 4. Major Decisions: A Guide to         |          |
| College Majors                         | \$ 15.00 |
| 5. Educational Interest Inventory      | \$ 35.00 |
| package of 25                          |          |
| 6. Career Guidance Inventory           | \$ 35.00 |
| package of 25                          |          |

**Peterson's**

202 Carnegie Center

P.O. Box 2123

Princeton, New Jersey 08543-2123

1-800-338-3282

609-243-9111

FAX 609-243-9150

Peterson's offers a variety of printed publications and computer software packages for IBM and compatibles and the Apple II family of computers. Printed materials and computer programs relate to both career and educational planning.

**Publications . . .**

1. Careers without College Series	\$34.95
2. Education for the Earth	\$19.95
3. Financing Graduate School	\$14.95
4. Job Strategies	\$14.95
5. Mentors	\$18.95
6. Worldwide Jobs 1993	\$39.95
7. Peterson's Guide to Four-Year Colleges	\$18.95
8. Peterson's Guide to Two-Year Colleges	\$15.95
9. Paying Less for College 1993	\$20.95
10. Set of above three	\$39.10

**Computer Programs . . .**

1. Career Options Software	\$295.00
2. College Selection Software Service (4-Year College)	\$165.00
3. College Selection Software Service (2-Year College)	\$115.00
4. Financial Aid Software	\$210.00



**PESCO International**  
21 Paulding Street  
Pleasantville, NY 10570  
1-800-431-2016  
914-769-4266  
FAX: 914-769-2970

PESCO International offers "the state of the science" assessment and occupational information system. This system combines S.A.G.E. (System for Assessment and Group Evaluation) and the J.O.B.S. II Program (Job Opportunity based Search). Through the incorporation of S.A.G.E. and J.O.B.S. II, the developers believe that Compute-A-Match is the most accurate, most comprehensive assessment, and computerized training/job and career placement system available. S.A.G.E. includes at least fourteen assessments to help professionals work with their clients. The assessment results are placed into the J.O.B.S. II program for scoring and occupational matching. The system allows its users to explore transferability of skills among related jobs. Cost of system with computer and card reader included is between \$15,000 and \$20,000. This system is comprehensive and requires full-time attention. In addition, this system provides a report writer feature for I.E.P.'s and employability development plans.

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**Psychological Assessment Resources, Inc. PAR**  
P.O. Box 998  
Odessa, Florida 33556  
1-800-331-TEST  
FAX: 1-800-727-9329

PAR is the primary source of assessment booklets, publications and computer programs developed by and/or in collaboration with John Holland, developer of the Self-Directed Search (RIASEC). PAR's catalog features other assessment instruments and materials.

Self-Directed Search & Related Materials/Programs . . .

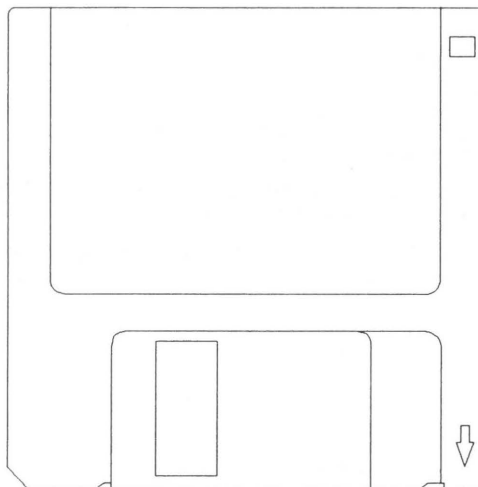
- |     |                                       |          |
|-----|---------------------------------------|----------|
| 1.  | Self-Directed Search (SDS) Form R     |          |
|     | for 25 booklets & 25 Career Finders   | \$ 47.00 |
|     | Professional Manual                   | \$ 19.00 |
|     | SDS Manual Supplement                 | \$ 14.00 |
| 2.  | Computerized Form R (50 uses)         | \$250.00 |
| 3.  | My Vocational Situation               | \$ 9.95  |
| 4.  | You and Your Career                   | \$ 17.00 |
| 5.  | SDS Form R Scoring Service per indiv. | \$ 10.00 |
| 6.  | SDS Form E -- Limited Reading Skill   | \$ 47.00 |
|     | for 25 booklets & 25 Career Finders   |          |
| 7.  | Holland SDS FORM CP Computer Program  |          |
|     | Unlimited Use                         | \$450.00 |
| 8.  | Dictionary of Holland Occupational    |          |
|     | Codes -- 2nd Edition, revised         | \$ 31.00 |
| 9.  | Computerized version of 8             | \$425.00 |
| 10. | Vocational Preference Inventory       |          |
|     | 50 booklets & answer sheets           | \$ 50.00 |
|     | Computerized Version                  | \$250.00 |

**Riverside Publishing Company**  
Guidance Information System  
One Memorial Circle  
Cambridge, MA 02142, USA  
1-800-258-9773

For GIS software orders in Maine, call MOICC at 207-287-2331.

Riverside Publishing Company, a Houghton Mifflin Company, develops, maintains and markets the Guidance Information System. This system is widely used throughout the State of Maine. GIS is a comprehensive career information system with career, educational and financial aid information. Depending upon computer equipment, GIS is available for use with IBM and compatible, and the Macintosh Plus or higher machines. GIS is also available for Apple II family computer users (this version may be discontinued in the near future). In addition, you can add an on-line version of the Harrington-O'Shea Career Decision Making System onto GIS for \$399.00. GIS will be available in all current versions, plus a new graphically oriented system called GIS II. The cost for GIS ranges from \$1,200 to \$1,700. The higher price would include GIS/CDM. Riverside Publishing is also developing GIS Extras -- small pamphlets on subjects critical to selecting and applying for college.

For ordering and training information, contact MOICC at 207-287-2331.



**Sunburst Communications**

Dept BG35

39 Washington Avenue

P.O. Box 40

Pleasantville, NY 10570-0040

1-800-431-1934

FAX: 914-769-2109

Sunburst distributes high quality video presentations on drug education, conflict resolution, guidance and careers, family life, sex and AIDS education, self-esteem and staff development. Patrons are allowed a 30-day preview, a 100% money back guarantee, and free lifetime replacement.

Titles include . . .

- |  |           |
|--|-----------|
| 1. Building Self-Confidence  | \$ 199.00 |
| 2. Yes! You Can BE a Winner!   | \$ 199.00 |
| 3. Staying in School: Dropout Prevention                                 | \$ 149.00 |
| 4. Getting Along: Conflict Resolution                                    | \$ 169.00 |
| 5. Setting Goals: The Road to Achievement                                | \$ 169.00 |
| 6. Communication: The Person-to-Person Skill                             | \$ 199.00 |
| 7. Choosing to Wait: Sex & Teenagers                                     | \$ 199.00 |
| 8. 5 Complete Video Programs on Career Ed.                               | \$ 829.00 |
| a. Career Exploration  |           |
| b. Got a Job Interview   |           |
| c. How to Keep a Job   |           |
| d. Resumes/Job Applications  |           |
| e. Self-Image & Your Career  |           |
| 9. 10 Complete Video Programs on Career Ed.                              | \$1725.00 |
| Five listed above plus . . .   |           |
| a. Building Self-Confidence  |           |
| b. Communication   |           |
| c. The Tough Decisions   |           |
| d. Your Boss and You   |           |
| e. Health Careers: World of Opportunities                                |           |
| 10. Jobs for the 90's  | \$ 249.00 |
| 11. A number of career education topics on videodiscs. Approximate cost: | \$ 250.00 |

# **Ten Speed Press**

Box 7123

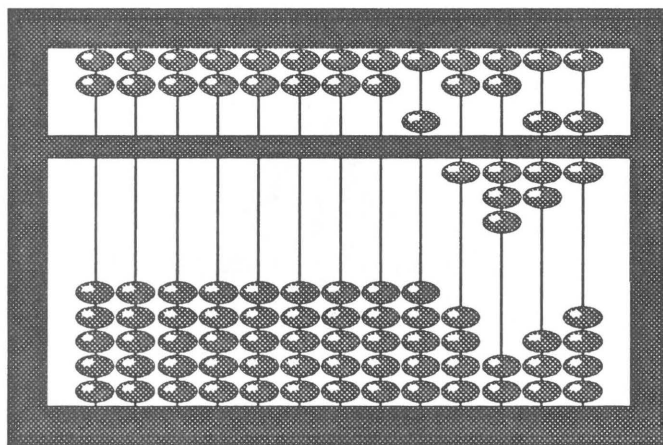
Berkeley, CA 94707

1-800-841-BOOK

Ten Speed Press features many of the works of Richard Nelson Bolles. Most books relate to career and educational planning. Lots of neat books!

Titles includes . . .

- |     |  |         |
|-----|--|---------|
| 1.  | The 1992 What Color is Your Parachute?<br>This book is updated every year. | \$12.95 |
| 2.  | How to Find Your Mission in Life   | \$ 5.95 |
| 3.  | Job-Hunting Tips for the So-Called Handicapped                             | \$ 4.95 |
| 4.  | How to Create Your Ideal Job   | \$ 5.95 |
| 5.  | They Shoot Managers Don't They?  | \$11.95 |
| 6.  | The Right Place at the Right Time  | \$11.95 |
| 7.  | Offbeat Careers  | \$ 6.95 |
| 8.  | The Damn Good Resume Guide   | \$ 6.95 |
| 9.  | The Wellness Workbook  | \$13.95 |
| 10. | Self Esteem  | \$ 5.95 |
| 11. | Staying Healthy with the Seasons   | \$12.95 |
| 12. | Unlimit Your Life  | \$ 9.95 |

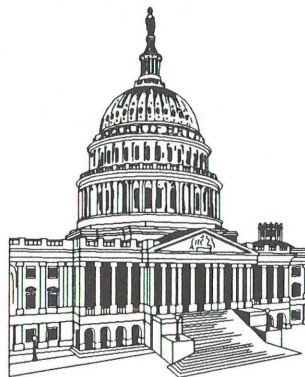


**United States Government Printing Office**  
Superintendent of Documents  
Washington, D.C. 20402

The United State Government Printing Office prints and makes available for sale a number of labor market, career and educationally related materials. Many of these documents listed below are also re-printed by private sector companies.

**Titles include:**

Occupational Outlook Quarterly (OOQ)  
Occupational Outlook Handbook (OOH)  
Dictionary of Occupational Titles (DOT)  
Guide for Occupational Exploration (GOE)  
Classification of Instructional Programs (CIP)  
Standard Industrial Classification Manual (SIC)  
Standard Occupational Classification Manual (SOC)





**VERTEK, Inc.**

555 116th Avenue  
N.E., Suite 118-A  
Bellevue, WA 98004

VERTEK, Inc. is the developer of OASYS, The Occupational Access System. Operating on an IBM or compatible machine with a hard disk, OASYS can be used for placement, career guidance, occupational exploration, true transfer of skills analysis and applicant-job suitability analysis. The data base consists of 12,375 occupations defined in the DOT and the Supplement. Local data can be added. Two options are available -- one for \$2,800 and the other for \$4,450.00.

Maine Distributor for this product is . . .

Gary Nelson  
NELCO  
6 Stacy Lane  
Madison, CT 06443  
203-245-3421  
FAX: 203-245-5803

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**Vocational Research Institute VRI**

2100 Arch Street  
Philadelphia, PA 19103  
1-800-874-5387

Maine Distributor for APTICOM: Gary Nelson -- 203-245-3421

VRI is the developer of APTICOM. The purpose of the system is to provide a quick vocational assessment of three major areas: aptitudes, interests, and educational levels. The APTICOM tests appear most useful for initial assessment. The purpose of the system is to combine aptitude, interest and academic skills into meaningful job recommendations. A single APTICOM unit is priced at approximately \$5,300 (with printer \$6,000). Units can be linked together with a master control for small group administration. For two units with master -- \$12,400. For four units with master \$22,300.

**Wintergreen Software, Inc.**  
P.O. Box 15899  
New Orleans, LA 70175-5899  
1-800-321-WGSW

Wintergreen Software offers a wide variety of printed materials and computer programs. Wintergreen's Career Finder and College Finder Programs should be of interests. Both program have two versions - one interactive, the other for batch processing. If you would like to do groups, you can administer the questionnaires in 45 minutes to as many people as you wish. Data input and processing to printer for an 8 page report per student for 50 students takes about 4 hours. You might be able to satisfy 80 percent of your students' information needs.

Computer Programs include . . .

Career Finder (interactive or batch)	\$249.00
Both interactive & batch	\$379.00
Available Apple II family & IBM PC	
College Finder (interactive or batch)	\$259.00
Both interactive & batch	\$395.00
No Hassle Career Days (IBM only)	\$195.00
The Computerized DOT	\$239.00
The Computerized DOT Plus	\$699.00
Recommendation Writer (Apple or IBM)	\$197.00
Resume Processor (Apple or IBM)	\$119.00
Letterwriter for Job Seekers (Apple or IBM)	\$ 79.00
Handwriting Analyst (Apple or IBM)	\$ 69.95
Women of Influence (Apple or IBM)	\$ 69.00
Nonsexist Choices (Apple or IBM)	\$139.00

Printed materials include . . .

Winning the Career Game	\$ 49.95
Occupations Digest	\$ 38.00
Occupational Outlook Handbook	\$ 16.95
Exploring Careers	\$ 19.95
The Dictionary of Occupational Titles	\$ 40.00

Video materials include . . .

Finding the Right College (VHS)	\$ 98.00
How to Get the Job You Want (VHS)	\$125.00
Organize Your Job Search (VHS) Youth & Adult	\$ 89.00
Would I Work with Me? (VHS)	\$ 98.98

**Zephyr Press**

3316 N. Chapel Avenue  
P.O. Box 13448-E Dept. 90  
Tucson, Arizona 85732-3448  
602-322-5090  
FAX: 1-800-350-0851

Zephyr Press distributes innovative educational materials self-directed study, math, science, thinking skills, whole-brain learning, global awareness, arts & humanities, inventions & architecture, self-awareness, learning styles, cooperative learning and more. They guarantee that you'll be satisfied. Many materials are packaged as learning packets. At least get their catalog!

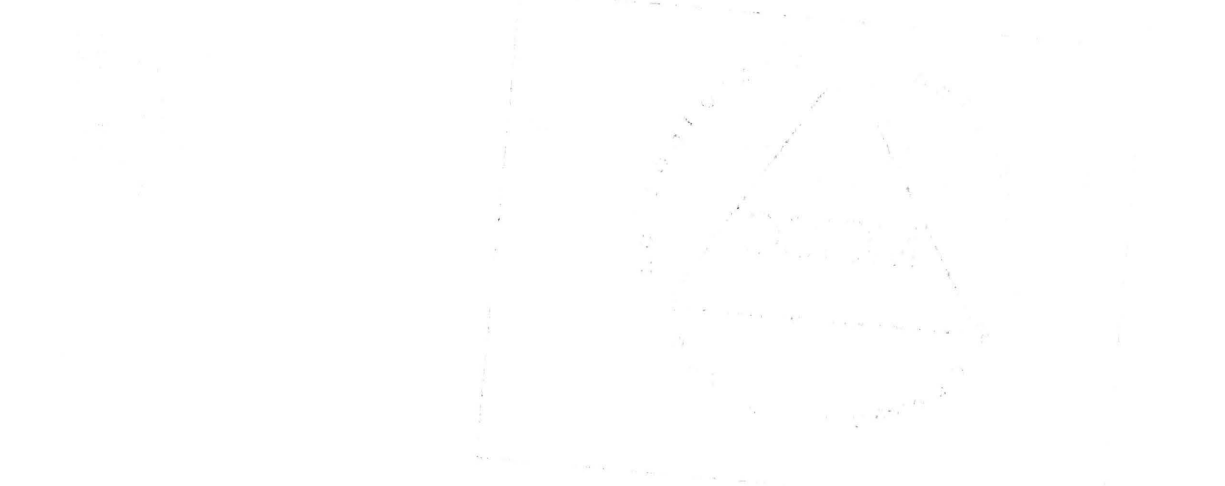
Titles include . . .

- |   |         |
|---|---------|
| 1. Redesigning Education: A Guide for Developing Human Greatness  | \$12.95 |
| 2. The Creative Living Series:<br>Women, Artists, Musicians, Inventors, Philosophers<br>(individual books) each | \$14.95 |
| 3. The Industrial Revolution of the 19th Century  | \$19.95 |
| 4. Futuristics  | \$19.95 |
| 5. How to become an Expert  | \$19.95 |
| 6. Chrysalis (Problem Solving Curriculum)   | \$29.95 |
| 7. Is the Left Brain Always Right?  | \$16.95 |
| 8. Breaking Bad Habits  | \$14.95 |



The first part of the report discusses the background of the project and the objectives of the study. It also outlines the methodology used for data collection and analysis.

The second part of the report presents the results of the study, including a detailed description of the data and the findings of the analysis.



The third part of the report discusses the conclusions of the study and the implications of the findings. It also includes a list of references and a bibliography.