COMPARISON OF CAREER TEXTS

1. **Focus**
   - Comprehensive (college student career planning and employment) vs. specific to a certain area of career development
   - Theory(s) used: specific vs. several
   - Focus: practical vs. theoretical

2. **Background**
   - How long has it been used and which edition is this?
   - Number of references
   - Information about authors available
   - Whether the first author has taught a related course

3. **Content**
   - Number of pages
   - Photos (color, black and white, none)
   - Number of assignments and learning activities
   - Are the text and workbook combined?
   - Is it broken down by units?
   - What do individual chapters include?
   - Are websites, CACGs, and published assessments, mentioned or incorporated?

4. **Cost**
   - List additional resources (web support, assessments, etc.) and their prices
   - Is PowerPoint available to supplement lecture?
Career Anchors, 3rd Edition
(Self-Assessment and Participant Workbook)
Author: Edgar H. Schein

Focus
- Comprehensive: Career Planning, Employment Information
- Theory Used: Few theories mentioned, does not seem to be focused on one theory, but author does refer to own theory (Schein)
- Focus: Orientation is practical; Self-Assessment and Workbook focus primarily on exercises and activities appropriate for college students, and also adults in career transition/human resource development

Background
- Currently in its 3rd edition
- Total of 17 references
- Brief information about author available, not a bio
- Unsure whether or not the author has taught the course

Content
- Total of pages in Participant Workbook is 61, Self-Assessment has 17 pages
- One photo/diagram
- Self-Assessment is one activity, completed prior to Participant Workbook; Participant Workbook contains 5 additional activities
- Text is not broken down into units or specific chapters; Workbook discusses internal and external career issues, explains each of the 8 career anchors in depth, then focuses on helping users assess past and current career choices, analyzing present and future jobs, and planning future job roles, respectively
- No websites, CACG’s mentioned; No published assessments mentioned apart from author’s own that is used in conjunction with Participant Workbook

Cost
- Additional Resources: Facilitator’s Guide Package, $50.00 (includes Self-Assessment, Participant Workbook, and Facilitator Guide with information on administering self-assessment, scoring, and workshop designs)
- Self-Assessment, $15.00
- Participant Workbook, $20.00
- Bundle: Self-Assessment and Participant Workbook, $25.00
- PowerPoint not available to supplement lecture
Authors: Robert Reardon, Janet Lenz, James Sampson & Gary Peterson

Focus
- Comprehensive: Career Planning and Employment Information
- Many theories mentioned, in-depth discussion of John Holland’s RIASEC theory, but focuses specifically on the Cognitive-Information Processing Theory created by the authors.
- Orientation is both practical and theoretical; incorporates CIP theory into activities and exercises

Background
- First published in 2000 and is currently in its 2nd edition
- Total of 297 references
- Briefly mentions the experience of the authors, but no real bibliographic information provided
- First author has taught the course more than 45 times

Content
- Total of 336 pages
- No photos
- Assignments/Learning Activities
  - Activities/Assignments: 10
  - Tables/Figures: 53
- Exercises and Activities are briefly discussed in text, but are included in appendices
- Chapters include: Introduction to Career Planning; Knowing about Myself; Knowing about My Options; Career Decision Making; Thinking about My Career Decision; Careerering in a Changing World; Working in the New Global Economy; Organizational Culture and Effective Work; Alternative Ways to Work; Career and Family Roles; Launching an Employment Campaign; Written Communications in Job Hunting; Negotiating and Evaluating Job Offers; The First Job and Early Career Moves
- Brief discussion of various assessments, and some activities relating to the SDS, CTI and CACGs in appendices

Instructional Support & Price
- Cost of Book: $70
- Instructional manual (test bank, PowerPoint slides, more learning activities, career portfolio, CACGS, etc.): available upon adoption
Understanding Careers: The Metaphors of Working Lives
Author: Kerr Inkson

Focus
- Intended audience: advanced undergraduate and graduate courses in personal and career development, and career management
- Several theories are interwoven with the metaphors: Super, Holland, Gottfredson, Levinson, Krumboltz
- Organized around metaphors for career

Background
- 650+ references ranging from 1909-in press
- Author information available
- Unsure if author has taught course

Content
- Total of 297 pages including references
- No photos used
- Activities:
  - Reflection questions after each chapter
  - Specific information for career counselors after each chapter
  - Tables/Figures: 22
  - Case studies: 50
- Each chapter contains case studies as examples
- Describes career in terms of nine key metaphors: Careers as Inheritances, Careers as Cycles, Careers as Action, Careers as Fit, Careers as Journeys, Careers as Roles, Careers as Relationships, Careers as Resources, and Careers as Stories
- Includes interwoven information on career decision making, job hunting strategies such as networking, occupational information, balancing work and life roles, and organizational structures
- Mentions assessments such as the SDS, MBTI, and NEO Personality Inventory

Instructional Support and Price
- Cost of book: $42.95
- Powerpoint displays (price unavailable)
- Website (price unavailable)
- Additional discussion questions (price unavailable)
- Instructor’s manual on CD which includes class exercises (price unavailable)
*All support materials available on Sage website
Professionalism: Real Skills for Workplace Success
Authors: Lydia E. Anderson and Sandra B. Bolt

Focus
- Intended audience: individuals transitioning from college to work
- No specific theoretical orientation – more based on the experiences of the authors
- Focus is very practical – geared towards hitting main points of the working environment

Background
- First edition, 2008 by Prentice Hall
- No references in the text or on Prentice Hall website
- Information provided in the text and online about the authors’ qualifications and educational background
- Both authors are tenured at Fresno City College and teach courses related to the text material

Content
- 240 pages including glossary and index
- Few black and white pictures
- Assignments/Learning Activities
  - Activities/Assignments: Average of 3 to 4 per chapter, total of 65+
  - Tables/Figures: Average of 2 per chapter, total of 32+
- Students are encouraged to use the text as a workbook
- The book is organized into modules focusing on different parts of one’s professional growth (ex: Self Management, Workplace Basics, etc.)
- Chapters are further broken down into topics related to their respective modules:
  - Chapters 1-4 in Module 1: Self Management
  - Chapters 5-8 in Module 2: Workplace Basics
  - Chapters 9-12 in Module 3: Relationships
  - Chapters 13-16 in Module 4: Quality and the Future
- Websites are mentioned at the end of each related chapter
  - Examples include: www.deepermind.com/20maslow.htm,
  www.career.fsu.edu/ccis/guides/write_eff.html,
  www.cathcart.com/art_grow_business.htm

Instructional Support and Price
- Cost of text: $48.67
- Website (student resources): no price listed
- Online instructor’s manual with tests: no price listed
- Online PowerPoint available: no listed price for access
Coming Alive from Nine to Five in a 24/7 World, 7th edition
Authors: Betty Neville Michelozzi, Linda J. Surrell, Robert I. Cobez

Focus
- Comprehensive: Career Planning and Employment Information
- Several theories mentioned, does not appear to be focused on one main theory (Holland, Jung, Maslow, etc.)
- Orientation is practical; many activities used to apply information

Background
- First published in 1980 and is currently in its 7th edition
- Total of 318 references ranging from 1954 to 2003
- Separate section “About the Authors” contains a paragraph about each author
- Unsure whether authors have taught the course

Content
- Total of 343 pages
- Black and white illustrations
- Assignments/Learning Activities
  - Activities/Assignments: 55
  - Tables/Figures: 15
- Exercises and activities incorporated into text
- Chapters are not grouped together in sections
- Chapters include: Needs, Wants, and Values: Spotlighting YOU; Personality And Performance: Pieces Of The Puzzle; The Career Connection: Finding Your Job Satisfiers; Work: Challenges, Options, and Opportunities; Workplaces/Workstyles: Companies That Work; Timestyles/Workstyles: Alternatives That Work; The Job Hunt: Tools For Breaking and Entering; Decisions, Decisions: What’s Your Next Move?; Work Affects The Soul: The Final Analysis
- Contains self assessment activities throughout text

Instructional Support and Price
- Cost of Book: $50.63
- Instructor’s Manual: Price not listed
  - CD-Rom – includes Manual and Power Points
Career Trek  
Author: Troy Nielsen

Focus
- Comprehensive: Career Planning and Employment Information
- Theorists mentioned include Holland, Super, Parsons, but does not appear focused on one theory
- Orientation is very practical, with little emphasis on theory

Background
- Approximately 84 references ranging from 1909-2007
- Author information unavailable
- Unsure if author has taught course

Content
- Total of 216 pages including index
- Black and white photos
- Activities:
  - “Trek Tasks”: hands-on exercises in every chapter
  - “Trek List”: summarizes each chapter and helps students understand main concepts
- Exercises include a Trait Analysis, Strengths Profile, Career Success Map Questionnaire (CSMQ)
- Book is divided into four sections: Trek Overview, Base Camp, Ascending the Mountain, and Reaching the Summit
- Chapters include: Finding Your Fit, Passion, and Smile; Who Are You?; What is in Your Pack?; Researching the Corporate Terrain; Effective Job Search; Interview Execution; Rules for Career Success; and Career Decisions
- Mentions assessments such as the MBTI and the Perceived Career Success Survey

Instructional Support and Price
- Cost of book: $25.33
- Various value packs available through Prentice Hall website (price unavailable)
- Premier Annual Planner 2007-2008 (price unavailable)
- Student Reflection Journal (price unavailable)
- Instructor’s Manual (available July, 2007; price unavailable)
- Online Instructor’s Manual (available July, 2007; price unavailable)
CAREER TEXTS

Prentice Hall Texts


Kendall Hunt Texts (Table of Contents Provided on Website)


Sage Texts


Wiley Texts


*Prices may vary*