

Careers in Action, 2nd edition

Author: John B. Scanlan

Focus

- Comprehensive: career, planning and job searching strategies
- Intended audience: primarily undergraduate
- Several theories mentioned, theory is not a primary focus (Ginzburg, Holland, Super, and Quaranta)
- Orientation is practical; it refers to theory in the introduction, and most chapters begin with an activity or exercise to engage students

Background

- First published in 2004 and is currently in its 2nd edition
- Total of 44 references
- Information about author available in the preface of the book
- Author has been teaching career courses at Cleveland State University in addition to advising students for over 20 years

Content

- Total of 282 pages with black and white photos
- Assignments/Learning Activities
 - Activities/Assignments: 15
 - Tables/Figures: 29
- Exercises and Activities are embedded in the text and typically at the beginning of the chapter
- Text is broken into 10 sections
 - Section 1: **Who Are You and What Do You Want?**
 - Section 2: **Keys to Self-Assessment**
 - Section 3: **The College Years**
 - Section 4: **People, Paper, and Pixel Chase**
 - Section 5: **Put Yourself on Paper**
 - Section 6: **Sample Cover Letters and Resumes**
 - Section 7: **Finding People Who Can Help**
 - Section 8: **Job Search Strategies**
 - Section 9: **Interviewing**
 - Section 10: **Career Shock: You're Not in Class Anymore**

Instructional Support & Price

- Cost of Book: \$46.99
- Instruction Manual: cost available upon adoption