Decision Making Flowchart

Narrow down the choices

Self analysis – What are my interests? What are my aptitudes and abilities? What are my strengths / weaknesses? Explore / investigate the possibilities.

Select careers that seem suitable / realistic

Am I qualified academically / physically?

No

Yes

Will I do all the work and study needed to become qualified and progress?

No

Yes

What are my chances of getting into the course or gaining a position in this field?

Poor

Reasonable or better

Take positive action

Learn about the course and/or career and possible employers.

Talk to people, ask questions, read newspapers, The Job Guide, technical and trade books, magazines, search websites. Check out resources in the Careers Room. Get a behavioural profile, utilise career software such as Jiig-cal, Ozjac Explorer, etc.

Preparation – job folder, mock interviews, learn body language, plan clothes to wear for interview, investigate job and courses thoroughly.

Apply early. Aim to impress in your application and at interview show that you know what is expected of you.

Adaptation of an idea by Dr Keith Underwood UNSW