

Ferguson's Career Guidance Center

Winner! *Library Journal*
"Best Reference Database, 2003"

Winner! *Booklist/RBB*
"Editors' Choice Reference Source, 2007"

★ "...recommend the thorough, user-friendly, really peerless *Ferguson's Career Guidance Center* to libraries serving job-seekers of all ages. Indispensable for high-school, academic, and public libraries."—BOOKLIST, STARRED REVIEW

★ "...a cleanly formatted, easy-to-navigate database for career exploration and development...impressive...Highly Recommended."—LIBRARY MEDIA CONNECTION, STARRED REVIEW

"...the most comprehensive and authoritative career database available...a must-purchase for school library media centers."—SCHOOL LIBRARY JOURNAL

"...a well-designed resource that is useful for career research at any level. Highly recommended..."—LIBRARY JOURNAL

"...highly current...Industry overviews and career descriptions are extensive and well written...Recommended."—CHOICE

The Essential Career Research Database—Now with Video

The critically acclaimed *Ferguson's Career Guidance Center* features an appealing look and authoritative, wide-ranging content that is very accessible and intuitively organized. This comprehensive career research database is broken down into three main sections: Jobs, Skills, and Resources.

The Jobs section, organized into 16 Career Clusters created by the Department of Education, contains information on more than 3,300 jobs and 94 industries. The Skills section provides invaluable advice on applying for a job, acing an interview, behaving professionally in the work environment, and more—with more than 90 sample résumés and cover letters included. The Resources section includes more than 51,000 entries on scholarships, internships, and more, divided into easily browsable categories, such as women and minorities, with fully searchable records.

More than 275 new videos present essential career information on both specific jobs and industries and on skills. The new dictionary tool with more than 34,000 entries makes it easy for users to look up unfamiliar words within articles without having to open a new browser window. New persistent record links allow users to share one or more related entries with each other, and "How to Cite" guidance now includes APA style. A searchable archive of articles from current and past issues of *Career Opportunities News*, a 16-page newsletter, provides timely information about colleges and the job market.



Features:

- **Jobs:** Information on more than 3,300 jobs and 94 industries, broken down into 16 Career Clusters created by the Department of Education, is presented through overview articles and videos.
- **Skills:** Through informative articles and videos, this broad section helps users learn the essentials of getting a job and keeping it—with guidance on establishing a career path, honing interview skills, writing résumés and cover letters, and more. Sample résumés and cover letters created by professional career consultants are provided.
- **Resources:** Users can search or browse more than 51,000 resource entries, divided into convenient categories, to help them achieve their career goals. Each resource section contains fully searchable directories of hundreds of fellowships, organizations, internships, scholarships, awards, and much more—including School Search and career assessment features.
- **Videos:** More than 275 new videos introduce users to a wide variety of jobs, industries, and career development skills.
- **Special Features:** Invaluable advice from nationally renowned author and career expert Sue Morem; monthly "My Life" interviews with professionals; monthly "Focus On" articles spotlighting interesting career fields.

Ferguson's Career Guidance Center: ISBN 978-0-8160-4380-4.