

## Online & Video References & Resources

(updated January 2010)

The following is a list of Web references and additional resources for the GCDF curriculum.

NCDA invites recommendations from CDF instructors and participants on references and resources for all chapters.

This list will be updated on NCDA's website (<http://www.ncda.org>) periodically. Additionally, the authors recommend the use of *The Internet: A tool for career planning, second edition*; available from NCDA. A list of updated links from this book is also maintained on NCDA's website.

Websites listed under “**References**” are sites that are mentioned in the student text and/or the instructor manual for that chapter. “**Additional Resources**” are sites that may not be specifically referenced but may be useful to review for that chapter. Every effort has been made to list websites in the order they appear in the student text and/or instructor manual. Where a site is mentioned more than once in a chapter, it is listed below in the order it first appears in that chapter. You may note that some websites are listed in multiple chapters. This is because they are either referenced in multiple chapters or they have information and/or services which are relevant to the content of more than one chapter.

### Chapter 1

#### References

*The skilled helper*: [http://www.bestwebbuys.com/The\\_Skilled\\_Helper-ISBN\\_9780534367312.html?isrc=b-search](http://www.bestwebbuys.com/The_Skilled_Helper-ISBN_9780534367312.html?isrc=b-search)

*The helping interview*: <http://www.amazon.com/Helping-Interview-Alfred-Benjamin/dp/039529648X>

*Helping Skills*: <http://www.apa.org/videos/4310868.html>

*Interviewing and change strategies for helpers*: <http://www.amazon.com/Interviewing-Change-Strategies-Helpers-Interventions/dp/0534537391>

*The professional counselor*: <http://www.amazon.com/Professional-Counselor-Process-Guide-Helping/dp/0205410650>

#### Additional Resources

List of Feeling Words – [http://www.presby-me.org/enc\\_dialogue\\_feelingwords.htm](http://www.presby-me.org/enc_dialogue_feelingwords.htm)

Helping skills: [http://usfweb2.usf.edu/COUNSEL/b\\_psy/articles/elh\\_skills.htm](http://usfweb2.usf.edu/COUNSEL/b_psy/articles/elh_skills.htm)

Listening skills: <http://www.infoplease.com/homework/listeningskills1.html>

Setting Career Goals: [http://careerplanning.about.com/od/settinggoals/a/goal\\_setting.htm](http://careerplanning.about.com/od/settinggoals/a/goal_setting.htm) or <http://www.mindtools.com/page6.html>

Helping relationships: [http://www.infed.org/helping/helping\\_relationships.htm](http://www.infed.org/helping/helping_relationships.htm)

## Chapter 2

### References

Futurework – <http://www.dol.gov/oasam/programs/history/herman/reports/futurework/report.htm>

United States Department of Education – <http://www.ed.gov/legislation/FedRegister/index.html>

Civil Rights Act of 1991 – <http://www.eeoc.gov/policy/cra91.html>

United States Equal Employment Opportunity Commission – <http://www.eeoc.gov>

United States Department of Justice: ADA Home Page – <http://www.ada.gov/>

United States Department of Labor: Americans with Disabilities Act of 1990 – <http://www.dol.gov/dol/topic/disability/ada.htm#doltopics>

Family Medical Leave Act of 1993 – <http://www.dol.gov/esa/whd/fmla/>  
and <http://www.dol.gov/esa/whd/fmla/fmlaAmended.html>

Key provisions of the Family and Medical Leave Act of 1993 – [http://www.franklingringer.com/articles/labor\\_employment\\_law\\_articles/key\\_provisions.html](http://www.franklingringer.com/articles/labor_employment_law_articles/key_provisions.html)

U.S. Department of Justice, Bureau of Justice Statistics (2008). *Probation and Parole Statistics*. - <http://www.ojp.gov/bjs/pandp.htm>

### Additional Resources

Diversity, Inc. – <http://www.diversityinc.com>

United States Bureau of the Census – <http://www.census.gov/population/www/projections/natsum.html>

United States Department of Justice, Bureau of Justice Statistics – <http://www.ojp.usdoj.gov/bjs/>

### Video Resources Information

**The Color of Fear** – Parts 1, 2, & 3; available from Stir-Fry Seminars and Consulting (<http://www.stirfryseminars.com>); 510-204-8840

**Domino: Interracial People and the Search for Identity** (1994) – Available from Films for the Humanities and Sciences (<http://ffh.films.com/>); 800-257-5126

**Dealing with Differences** (2002) – Available from Castle Works, Inc. (<http://www.castleworks.com>); 800-597-9448

**Facing Racism** (1996) – Available from Films for the Humanities and Sciences (<http://ffh.films.com/>); 800-257-5126

**The Internet Movie Database** – <http://www.imdb.com> (for information on the movies *Crash*, *The Laramie Project*, and *Monster's Ball*)

**New Faces on Main Street** (1998) – Available from NEWIST/CESA; 800-633-7445

**Not in Our Town** (1996) – Available from The Working Group and PBS (<http://www.pbs.org/niot/about/niot1.html> ); 510-268-9675

**Real Life Teens: Racial Tension on Campus** (2002) – Available from TMW/Media Group (<http://www.tmwmedia.com/reallifeteens.html> ); (800) 262-8862

**Skin Deep** (1995) – Available from California Newsreel (<http://www.newsreel.org> ); 877-811-7495

**Voices** – Available from Hartshorn Health Service, Colorado State University; 970-491-0268

**What's Race Got To Do With It** (2006) - Available from California Newsreel (<http://www.newsreel.org> ); 877-811-7495

**Why Value Diversity** (1991) – Available from Films for the Humanities and Sciences (<http://ffh.film.com/>); 800-257-5126

## Chapter 3

### References

Ethical standards for Global Career Development Facilitators – [http://www.cdf-global.org/credentials-offered/gcdf\\_buffer/resources](http://www.cdf-global.org/credentials-offered/gcdf_buffer/resources)

Center for Credentialing and Education (CCE) – <http://www.cce-global.org>

National Career Development Association – <http://www.ncda.org>

CCE- Global Career Development Facilitators – <http://www.cdf-global.org/credentials-offered/gcdf-home>

### Additional Resources

American Counseling Association Code of ethics – <http://www.counseling.org/Resources/CodeOfEthics/TP/Home/CT2.aspx>

National Board for Certified Counselors Code of ethics – <http://www.nbcc.org/ethics2>

National Career Development Association Ethical Standards – <http://www.ncda.org>

## Chapter 4

### References

An assessment related to Holland's theory from the University of Missouri – <http://career.missouri.edu/students/explore/thecareerinterestsgame.php>

ACT's World of Work Map – <http://www.act.org/wwm/about.html>

ONet Interest Profiler – <http://www.onetcenter.org/IP.html>

CareerKey – <http://www.careerkey.org>

Psychological Assessment Resources, Inc. (Holland's publisher) – <http://www.parinc.com>

Self-directed Search Online – <http://www.self-directed-search.com>

Peterson, G.W., Sampson, J.P., Reardon, R.C., and Lenz, J.G., (2003). *Core Concepts of a Cognitive Approach to Career Developments and Services*. (Labeled online as *An Overview of the Pyramid of Information Processing Domains and the CASVE Cycle*) – [http://www.career.fsu.edu/techcenter/designing\\_career\\_services/basic\\_concepts/index.html](http://www.career.fsu.edu/techcenter/designing_career_services/basic_concepts/index.html)

### Additional Resources

Psychological Assessment Resources, Inc. (Holland's publisher) – <http://www.parinc.com>

Krumboltz' website – <http://www.stanford.edu/~jdk>

Consulting Psychologists Press (Super's and Krumboltz' publisher) – <http://www.cpp.com>

## Chapter 5

### References

Whitfield, E., Feller, R., & Wood, C. (2008) *A counselor's guide to career assessment instruments* (5<sup>th</sup> ed.,). Broken Arrow, OK: National Career Development Association. <http://associationdatabase.com/aws/NCDA/pt/sp/store>

Holland's Self-directed Search Online – <http://www.self-directed-search.com>

*The Strong Interest Inventory*, Consulting Psychologists Press.  
<https://www.cpp.com/products/strong/index.aspx> or  
[http://www.careers-by-design.com/strong\\_interest\\_inventory.asp](http://www.careers-by-design.com/strong_interest_inventory.asp)

Myers-Briggs Type Indicator – <http://www.cpp.com/products/mbti/index.asp> or  
<http://www.careers-by-design.com/mbti.asp>

Richard Bolles' site: the Job Hunter's Bible – <http://www.jobhuntersbible.com>

*Skillscan:* <http://www.skillscan.net/>

Campbell Interests and Skill Survey –  
<https://www.profiler.com/cgi-bin/ciss/moreform.pl?client=ncs&page=intro>

Krumboltz' website – <http://www.stanford.edu/~jdk>

*Career Thoughts Inventory:* <http://www3.parinc.com/products/product.aspx?Productid=CTI>

The Occupational Outlook Handbook – <http://www.bls.gov/oco>

*GET A LIFE: Your personal planning portfolio for career development:*  
[http://www.schoolcounselor.org/store\\_product.asp?prodid=91](http://www.schoolcounselor.org/store_product.asp?prodid=91)

*LIFE WORK portfolio:* <http://www.thecenter4.com/lifework/noicc.asp>

### **Additional Resources**

*Using Assessment Results for Career Development:* <http://www.amazon.com/Using-Assessment-Results-Career-Development/dp/0534632793>

*Assessment in Counseling:* [http://findarticles.com/p/articles/mi\\_m0QLQ/is\\_2007\\_May/ai\\_n19187372/](http://findarticles.com/p/articles/mi_m0QLQ/is_2007_May/ai_n19187372/)

American Counseling Association: <http://www.counseling.org/> and <http://www.aboutacca.com/>

Formal and Information Assessments:  
[http://www.associatedcontent.com/article/51770/formal\\_and\\_informal\\_assessments.html](http://www.associatedcontent.com/article/51770/formal_and_informal_assessments.html)

COPSystem: <http://www.edits.net/>

Workkeys: <http://www.act.org/workkeys/index.html>

Card Sort Career Assessment Tools:  
<http://www.careertrainer.com/Request.jsp?IView=ViewArticle&Article=OID%3A113433>

Work Values: [http://www.quintcareers.com/workplace\\_values.html](http://www.quintcareers.com/workplace_values.html)

An assessment related to Holland's theory from the University of Missouri –  
<http://career.missouri.edu/students/explore/thecareerinterestsgame.php>

<http://www.hollandcodes.com/strong-interest-inventory.html>

Career Assessments: <http://www.k-state.edu/acic/assessments/>

<http://lifework.ednet.ns.ca/>

New Self-Directed Search Software: <http://www3.parinc.com/products/product.aspx?Productid=SDS-SP>  
ONet Interest Profiler – <http://www.onetcenter.org/IP.html>

O\*Net – <http://online.onetcenter.org>

Career Toolkits: <http://www.careertoolkits.com/career-planning/career-assessment.html>

Career Portfolio Links:

[http://www.quintcareers.com/your\\_career\\_portfolio.html](http://www.quintcareers.com/your_career_portfolio.html)

<http://www.career.fsu.edu/portfolio/>

<http://www.amby.com/kimeldorf/sampler/>

[http://www.successfromtheinsideout.com/e\\_letters/portrait.html](http://www.successfromtheinsideout.com/e_letters/portrait.html)

<http://www.google.com/search?sourceid=navclient&ie=UTF-8&rls=GFRD,GFRD:2009-09,GFRD:en&q=career+portfolio>

<http://wetfeet.com/Undergrad/Finding-the-job/Articles/Portfolios--the-Hidden-Weapon-of-Job-Seeking.aspx>

## **Chapter 6**

### **References**

The National Career Development Association (for Guidelines for Career Information) – <http://www.ncda.org>

The Occupational Outlook Handbook – <http://www.bls.gov/oco>

The Occupational Outlook Quarterly – <http://www.bls.gov/opub/ooq/ooqhome.htm>

O\*Net – <http://online.onetcenter.org>

America's Career InfoNet – <http://www.acinet.org>

Standard Industrial Classification (SIC) System Search – <http://www.osha.gov/pls/imis/sicsearch.html>

Peterson's Online – <http://www.petersons.com>

CollegeNet – <http://www.collegenet.com>

State Labor Market Information Contacts and Websites – <http://www.bls.gov/bls/ofolist.htm>

### **Additional Resources**

Careers Journal – <http://www.careerjournal.com>

GoCollege – <http://www.gocollege.com>

College Navigator – <http://nces.ed.gov/ipeds/cool/>

JobStar Specific Career Guides – <http://jobstar.org/tools/career/spec-car.htm>

Princeton Review Online's Career Center –  
<http://www.princetonreview.com/careers-after-college.aspx?uidbadge=%07>

US News Work and Career – <http://www.usnews.com/sections/business/careers>

## **Chapter 7**

### **References**

Self-Directed Search – <http://www.self-directed-search.com/>

Campbell Interests and Skill Survey –  
<https://www.profiler.com/cgi-bin/ciss/moreform.pl?client=ncs&page=intro>

Strong Interest Inventory – <http://www.cpp.com/products/strong/index.asp> or  
[http://www.careers-by-design.com/strong\\_interest\\_inventory.asp](http://www.careers-by-design.com/strong_interest_inventory.asp)

Myers-Briggs Type Indicator – <http://www.cpp.com/products/mbti/index.asp> or  
<http://www.careers-by-design.com/mbti.asp>

Association of Computer-based Systems for Career Information – <http://www.acsci.org>

Career Information System – <http://oregoncis.uoregon.edu/home/>

Career Visions (now WISCareers) – <http://www.cew.wisc.edu> or <http://wiscareers.wisc.edu/>

Choices (now Bridges) – <http://www.bridges.com>

COIN – <http://www.coin3.com>

Career View – <http://www.collegeview.com/careers/index.html>

Focus II – <http://www.focuscareer.com>

Guidance Information System – <http://www.riverpub.com> (currently unavailable)

DISCOVER (various versions) – <http://www.act.org/discover/>

SIGI-PLUS – <http://www.valparint.com>

The National Career Development Association Software Review Criteria – <http://www.ncda.org>

Florida State University Center for the Study of Technology in Counseling and Career Development –  
<http://www.career.fsu.edu/techcenter/>

Richard Bolles' site: the Job Hunter's Bible – <http://www.jobhuntersbible.com>

The Occupational Outlook Handbook – <http://www.bls.gov/oco>

## Chapter 8

### References

Washington Post Classifieds Online – <http://www.washingtonjobs.com>

America's Job Bank – <http://www.ajb.org> (ended in July 2007 but you can search for state job banks)

United States Employment Service Job Service offices and Career One Stop – <http://www.careeronestop.org>

Newspaper sites on CareerBuilder.com – <http://www.careerbuilder.com/jobposter/partners/completelist.aspx>

Hoovers – <http://www.hoovers.com>

Wetfeet – <http://www.wetfeet.com>

Contract and temporary placement jobs (one source) – <http://career-advice.monster.com/get-the-job/contract-temporary/home.aspx>

Yahoo Groups – <http://groups.yahoo.com/>

Google Groups – <http://www.google.com/grphp>

Salary Sites – <http://www.salaryexpert.com> and <http://www.salary.com>

Careerbuilder.com – <http://www.careerbuilder.com/>

Richard Bolles' site: the Job Hunter's Bible – <http://www.jobhuntersbible.com>

America's Career InfoNet – <http://www.acinet.org>

Margaret Riley-Dikel's site – <http://www.rileyguide.com>

USAJobs – <http://usajobs.opm.gov>

Bureau of Labor Statistics – <http://www.bls.gov>

## Chapter 9

### References

*Group process: Dynamics within and between groups:* <http://www.amazon.com/Group-Processes-Dynamics-Within-Between/dp/0631184961>

*Groups: Process and Practice:* <http://www.nextag.com/groups-process-and-practice/search-html>



*Brain-Based Learning:* <http://www.funderstanding.com/content/brain-based-learning>

*Joining Together: Group theory and group skills* <http://www.amazon.com/Joining-Together-Group-Theory-Skills/dp/0205367402>

*Ten Best Teaching Practices:* <http://www.esm.psu.edu/practices.html>

### **Additional Resources**

Group processes: <http://wilderdom.com/Group.html>

Group dynamics: <http://facultystaff.richmond.edu/~dforsyth/gd/> or <http://www.community4me.com/Resources.html>

## **Chapter 10**

### **References**

National Career Development Guidelines – <http://www.acrnetwork.org/ncdg.htm>

Center on Education and Training for Employment at Ohio State University – <http://www.cete.org/>

GCDF Forms – <http://www.cdf-global.org>

*How to plan and develop a Career center:* <http://www.careerbookstore.com/cgi-bin/cart/product.pl?code=99327&cat=Career%20Counselors>

*Designing and implementing career programs:*  
[http://associationdatabase.com/aws/NCDA/pt/sd/news\\_article/5518/\\_parent/layout\\_details/false](http://associationdatabase.com/aws/NCDA/pt/sd/news_article/5518/_parent/layout_details/false)