

Lesson 1

Note to teacher:

Lesson 1 is intended to give an overview of QualityInfo.org, and to allow the students time to explore the website on their own.

Materials Needed:

Copies of Lesson 1 Journal and Lesson 1 Worksheet

Objectives:

- The students will complete Lesson 1 Journal
- The students will follow along as the teacher leads them through an introduction to QualityInfo with a live demo projected onto a screen.
- The students will explore QualityInfo on their own computers following the teacher demonstration.

Evaluation:

- Students will complete Lesson 1 Worksheet.
- The students will be observed exploring the Occupational Information Center, the Occupation Explorer, the Educational Information Center, the Employer Database, or other sections of the site when given the opportunity to try QualityInfo on their own.

Instruction:

Warm up: Have students complete Lesson 1 Journal.

Introduction to QualityInfo:

Explain that QualityInfo is a website created and maintained by the Oregon Employment Department, in the Research Division. The website may also be referred to as OLMIS, which stands for the Oregon Labor Market Information System. QualityInfo contains databases with information about careers, education, occupations, and more. Students will learn to use the website over the next couple of weeks.

Points you can make in the introduction:

- QualityInfo contains information on hundreds of occupations which can be used for career exploration.
- QualityInfo has several interactive tools to help you make career decisions, find schools and training providers, or locate employers.
- The website also contains great articles on a wide range of topics related to jobs, job hunting, and current events in the job market.
- After graduation or whenever students are finished with their formal schooling, they can use QualityInfo to find jobs and help in planning their careers.

Follow these steps to get a general overview of the QualityInfo website and point out the features the students will use as they go through the unit.

1. Go to <http://www.QualityInfo.org>

2. Click on the **Occupations** link under **Data Tools** in the navigation bar on the left side of your screen. Then select the **Occupational Information Center (OIC)**. Explain that the OIC contains information on more than 700 occupations in the state of Oregon. Tell the students they can use the keyword search for quick information retrieval, or the occupational drill down for general exploration.
3. Let the students suggest an occupation, then enter it into the **keyword search**. Click on the most relevant occupational title, then **select the full report** for either the state or your area (using drop-down menu) and click **Continue**. Scroll through the individual report items with the students.
4. Go back to the top of the page, and click **start over**. On the navigation bar to the left side of the screen, click on the **Occupation Explorer**. Explain that it can be used to find occupations matching the students' goals for education and income level. Demonstrate how the tool produces a list of occupations that meet the criteria chosen by the student, such as requiring an associate's degree and paying more than \$40,000 a year. Using this list, show students the linkage back to the Occupational Information Center by **clicking on a job title** in the list.
5. Scroll back to the top, and select the **OLMIS Guide** located in the blue horizontal bar found at the top of the page. Tell the students to explore QualityInfo using the guide. Show them how following the **I am a student** branch will help them identify information sources for various career-related activities.
6. NOTE: The OLMIS Guide is a great place to direct students who have missed a day of class instruction to catch up and learn aspects of QualityInfo interactively with the computer.
7. At the end of the activity, have students complete Lesson 1 Worksheet.