



# CIS SCAVENGER HUNTS

## OCCUPATIONS

### Activity goals

- Find occupations using the Titles Index and Cluster Index.
- Find occupations using Search.
- Learn what's in the Choosing an Occupation information.
- Learn to navigate CIS occupation information.

### For use with

- CIS

### Files used

- Occupations

Start hunting! Begin Question 1 at the CIS home page.

1. **What are three important terms to know about work? These are sometimes used interchangeably but mean different things.**

Hover over the red **Occupations** tab in the navigation bar at the top of the page.

Under What can I learn about occupations? Select Choosing **Occupations** and read the information.

*Answer:* \_\_\_\_\_ , \_\_\_\_\_  
\_\_\_\_\_

2. **Is the "Choosing Occupations" information in CIS available in both English and Spanish?**

Find the photograph on the right side of the page.

Look for three boxes directly above the photo.

What is the middle box called?

*Answer:* \_\_\_\_\_

3. What degree is typically required to work as a Rehabilitation Counselor?  
What is the median hourly wage for this occupation in Idaho?

Click the blue **Clusters Index** tab below the red navigation bar.

Select the **Human Services occupation** cluster.

Select the **Rehabilitation Counselor** occupation.

Notice the list of topics (red arrows) on the left, and that the **At a Glance** topic is displayed.

Select the **Preparation** topic and the **Wages** topic and read the information.

*Answer: You typically need a \_\_\_\_\_ degree to work as a Rehabilitation Counselor. The median hourly wage in Idaho is \$ \_\_\_\_\_.*

4. What do Health Information Technicians do? What characteristics do employers look for when hiring?

Click the blue **Search** tab below the red navigation bar.

Enter **health** in the Search box and click **Go**.

Select **Health Information Technicians** from the list of occupations.

Read the **Overview** and **Hiring Practices** topics.

*Answer: Health Information Technicians . . .*

\_\_\_\_\_  
\_\_\_\_\_  
*Employers look for applicants who have good \_\_\_\_\_*  
\_\_\_\_\_.

**5. List 3 occupations related to Health Information Technicians.**

Find the gray Related Information section.

Click **Occupations** and see the list of occupations that are related to Health Information Technician.

*Answer:* \_\_\_\_\_

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**6. How many Occupational Clusters are listed in CIS?**

Click the blue **Clusters Index** tab below the red navigation bar.

Notice the Health Science folder is open, since you were looking at an occupation in that cluster.

Click the **folder icon** next to Health Science to close it.

Count the number of Clusters.

*Answer:* \_\_\_\_\_

**7. What is one of the websites that has information about occupations in the Finance career cluster?**

Select the **Finance** cluster from the Clusters Index.

Click **Information about Finance** (right above the list of finance occupations).

Select the **Resources** topic on the left.

*Answer:* \_\_\_\_\_

**8. Should you take computer courses in high school if you want to become an Animal Breeder?**

Click the blue **Titles Index** tab below the red navigation bar.

Click on **A** and select **Animal Breeders**.

Select the the **Helpful High School Courses** topic and read the information.

*Answer:* \_\_\_\_\_

**9. How many occupations that begin with "Computer" are in the Information Technology cluster?**

Click the blue **Clusters Index** tab.

Notice the Agriculture, Food, and Natural Resources folder is open, since you were looking at an occupation in that cluster.

Click the folder icon to close that cluster and open the **Information Technology** cluster.

Count the occupations that begin with "Computer".

*Answer:* \_\_\_\_\_

**10. Who typically earns more, a Bailiff or a Court Reporter?**

Click the blue **Compare** tab below the red navigation bar.

Click on **B** and select **Bailiffs**.

Click on **C** and select **Court Reporters**.

The two occupations are listed on the left under Compare Occupations. Click the gray **Compare** button.

Select the **Wages** topic.

*Answer:* \_\_\_\_\_

**11. How many occupations for which the wage is over \$60,000 a year only require 2 to 3 years of education?**

Click the blue **Filter** tab below the red navigation bar.

Under Education Level Required for Occupations, check **2 to 3 years**.

Under Median Wages for Occupations, check **More than \$60,000**.

Click **Get Results**.

*Answer:* \_\_\_\_\_

## OCCUPATIONS SCAVENGER HUNT

# ANSWERS

1. Job, Occupation and Career.
2. The "Español" link (switching to the Spanish-language version of the information).
3. Master's degree. The median hourly wage in Idaho is \$18.00 an hour.
4. Health Information Technicians collect, code, and maintain medical information about patients. Employers look for applicants with good attention to detail and good communication skills. Many also prefer 1-2 years of experience or a bachelor's degree.
5. Any 3 of:
  - General Office Clerks
  - Insurance Policy and Claims Clerks
  - Medical Coders and Billers
  - Medical Secretaries
  - Medical Transcriptionists
6. 16 clusters.
7. Any of these:
  - American Institute of Certified Public Accountants
  - <http://www.aicpa.org/Career/CareerPaths/Pages/CareerPaths.aspx>
  - Be An Actuary
  - <http://www.beanactuary.org/>
  - Careers in Finance
  - <http://www.careers-in-finance.com/>
8. Yes - at least a fundamentals course.
9. Five occupations.
10. Court Reporter.
11. Nine occupations.