Resources for Career Research

Using Books for Career Research

Many students are familiar with the Internet, Google, and Wikipedia. These are likely the first places you go to find information. While there is a lot of good information that can be found on the Internet, there is also a lot of “junk” out there as well. Generally, to do good research you need to understand the type of information you need and what you have found. Is your information credible? Do you know who wrote it? What are the author’s credentials? Why should you believe what the author is saying? How will this information help you complete your research? Is it appropriate for my research?

Sometimes it’s easier to use books as opposed to websites. For this project you are being asked to identify a career of interest as well as a company you may want to work for. We will first discuss strategies for finding career resources. The library has access to many print resources in the collection. There are also books available from other colleges that students can borrow. Before we get into finding these resources, here are some reasons that you may want to consult books.

- Books give a depth of information that websites often don’t.
- Books often provide a type of “one stop” shopping. Career books, for instance, will not only identify qualifications, expected work conditions and expected pay; they will also provide additional sources of information such as professional associations, state accrediting associations, or trade publications.
- You can find some of this information on the web. However it may not be easily accessible or in one spot (you could spend hours searching and evaluating your information) when there are career specific books.
- Books are available on resume writing and interviewing skills. There are many websites available with this type of information as well. The amount of information on the web is vast and much of it is of questionable value.

Some reasons to consult the web:

- To find current data on a company. A good company website will include information about the company, including key personnel, job opportunities, products sold, etc.
- Remember that the purpose of any website is marketing. Information you find off of a company’s website will put the company in a positive light. This is covered further in the company research section.
- Good source for finding job leads - but it isn’t the only place to look.

Using the KCC Online Catalog
(finding books)

To find books on a variety of careers you need to use the KCC Catalog. This is found at the library’s webpage [www.kcc.edu/library](http://www.kcc.edu/library) - select KCC Catalog. The screen shots below illustrate a typical search in
the online catalog. Please note that in order to find a book in the library you will need the call number and the status will need to show as “available.” A tutorial is available which provides additional information about searching the catalog. Students are encouraged to view it at http://www.kcc.edu/library/help/pages/searchingkcccat.aspx