



Below is a list of activities and resources available on the GPS LifePlan website. The asterick (\*) indicates activities where the user can input information and/or complete a specific task.



## Career: Assessing Yourself

- ▷ Career Values Test\*
- ▷ Workplace Values Assessment \*
- ▷ Values Questionnaire \*
- ▷ O\*Net Work Importance Indicator \*
- ▷ Career Interests Game
- ▷ MNCareers Interest Assessment \*
- ▷ Strong Interest Inventory \*
- ▷ Campbell Interest and Skills Inventory \*
- ▷ Minnesota Career Information System \*
- ▷ Kalil's Personality Assessment \*
- ▷ Jung's Typology Test\*
- ▷ Myers-Briggs Type Indicator \*
- ▷ ISEEK Skills Assessment \*
- ▷ Skills Profiler \*
- ▷ Occupational Information Network \*
- ▷ Self-Reflection Questionnaire \*
- ▷ Your Mission Statement \*

## Career: Exploring Careers

- ▷ Gathering Information About Career Options\*
- ▷ Reality Check Tool on iSeek\*
- ▷ The Cost of Living in Minnesota \*
- ▷ Wage and Budget Calculator \*
- ▷ Occupational Outlook Handbook
- ▷ MNCareers Investigate Careers
- ▷ ISEEK Explore Careers
- ▷ O\*Net Find Occupations
- ▷ Job Profiles
- ▷ Occupation Profiles
- ▷ Growing Careers in Minnesota
- ▷ Nontraditional Careers for Women and Men
- ▷ Work-Based Learning Types
- ▷ Guide to Informational Interviewing

## Career: Exploring Education and Training Options

- ▷ EducationPlan: Determining Education Goals
- ▷ Employment Training (CareerOneStop)
- ▷ Short-Term Training Finder\*
- ▷ Work-based Learning
- ▷ Short-Term Training Options

## Career: Creating a Plan and Setting Goals

- ▷ Learn How to Set Goals
- ▷ Basic Goal Setting Form \*
- ▷ Targeted Goal-Setting Form \*
- ▷ CareerPlan Reflections Worksheet\*



## Career: Marketing Yourself and Finding a Job

- ▷ Resume Development: A Step-by-Step Guide
- ▷ Creating Your Resume
- ▷ Microsoft Word Resume Template \*
- ▷ What to Include on Your Resume
- ▷ Improving Your Resume
- ▷ How and When to Share Your Resume
- ▷ Posting Your Resume On-Line
- ▷ Tips On Submitting Your Resume Electronically
- ▷ Portfolios
- ▷ What to Include in a Cover Letter
- ▷ Job Search Process Tips
- ▷ Employer Locator\*
- ▷ Tips for Getting Your First Job
- ▷ Develop and Utilize a Network
- ▷ Informational Interviewing Overview
- ▷ Minnesota Job Bank\*
- ▷ Minnesota Workforce Centers
- ▷ Federal Government Jobs
- ▷ Types of Interviews
- ▷ Legal Issues: Questions that can/cannot be asked
- ▷ Sample Interview Questions
- ▷ Tips and Samples Follow-up/Thank You
- ▷ Professional Behavior: What Employers Expect
- ▷ Dress and Grooming for Success
- ▷ International Business Etiquette and Manners
- ▷ Cultural Etiquette Around the World
- ▷ Facebook, MySpace and Your Job Search
- ▷ Your Online Presence
- ▷ Online Personal Information: Things to Think About
- ▷ Email Tips and Use for the Job Seeker
- ▷ Job Offer and Salary Negotiations
- ▷ Cost of Living Analysis
- ▷ Benefits: What to Ask and When to Ask
- ▷ Benefits Information



## Education: Determining Your Education Goals

- ▷ SMART Goals Worksheet \*
- ▷ Milestones of Achieving Your Academic Goals\*
- ▷ Certificates, Diplomas, Degrees
- ▷ Choosing Your College Major
- ▷ Common Misperceptions about Selecting a Major
- ▷ What Can I do with a Major in...?
- ▷ Role of Liberal Arts in Your Future
- ▷ Areas of Study in Minnesota
- ▷ Career Clusters
- ▷ Minnesota State Colleges and Universities
- ▷ University of Minnesota Degrees
- ▷ Minnesota Private Colleges and Universities
- ▷ College Board, College Search
- ▷ Prepare for College
- ▷ Types of Schools in Minnesota
- ▷ Steps to Choosing a School
- ▷ Pocket Guide to Choosing a College
- ▷ Apply to College
- ▷ Undecided Major PDF \*
- ▷ Find a Graduate Program
- ▷ Minnesota Online
- ▷ Tips for Taking Online Courses
- ▷ Successful Online Learners
- ▷ Life as a First Generation College Student
- ▷ First Hand Stories from First Generation Students
- ▷ First In the Family
- ▷ First Generation College Student Newsletter
- ▷ Migrant Education
- ▷ GED and College Assistance for Migrant Families
- ▷ Higher Education Veterans Program
- ▷ Veteran Resources for Minnesota State Colleges and Universities
- ▷ Servicemembers Opportunities Colleges (SOC) Consortium
- ▷ Education and Training Programs for Veterans
- ▷ Financial Aid and Scholarship Information for Veterans





## Education: Study Skills and Strategies

- ▷ Fundamental Values of Academic Integrity
- ▷ What is Plagiarism?
- ▷ Critical Thinking in College
- ▷ Critically Evaluating Information on a Website
- ▷ Researching on the Internet
- ▷ Language Learning: Many Languages
- ▷ Resources for Language Learning
- ▷ Tips for Studying Foreign Languages
- ▷ Translation and Interpreting
- ▷ ADHD and Studying
- ▷ ADHD – A Student’s Guide to Success
- ▷ Learning Disabilities Online
- ▷ Learning Disabilities Resource Community
- ▷ Learning Style Assessments \*
- ▷ Index of Learning Styles (ILS)\*
- ▷ Multiple Intelligences Inventory \*
- ▷ VARK Assessment \*
- ▷ Active Listening Tips
- ▷ Cornell Note Taking System
- ▷ Note Taking in Lectures
- ▷ Mapping
- ▷ Note Taking Styles, Techniques, and Systems
- ▷ Citing Websites
- ▷ Netiquette
- ▷ Online Learning Strategies
- ▷ On-Line Study Skills Improvement Information
- ▷ Comprehension Strategies
- ▷ Critical Reading Skills
- ▷ Different Types of Reading
- ▷ How to Read a Textbook
- ▷ Reading Skills Self Audit\*
- ▷ Textbook Marking
- ▷ Textbook Reading Methods
- ▷ Understanding the Reading Process
- ▷ Reading Strategies: Context Clues
- ▷ Reading Strategies: Fact or Opinion
- ▷ Reading Strategies: Finding Important Ideas
- ▷ Identifying Topics, Main Ideas, and Supporting Details
- ▷ Making Inferences and Drawing Conclusions
- ▷ Reading Strategies: Signal Words
- ▷ Summarizing, Paraphrasing, and Quoting
- ▷ Class Presentations
- ▷ Classroom Discussion and Participation
- ▷ Organizing Group Projects
- ▷ Study Groups
- ▷ College Study Strategies and Study Tips
- ▷ Four Basic Steps to Learning
- ▷ On-Line Study Skills Improvement Information
- ▷ Quick Study Activities
- ▷ Study Guides and Strategies
- ▷ Study Skills Checklist
- ▷ Studying for Math
- ▷ Success in Class
- ▷ Test Taking
- ▷ Test Preparation
- ▷ Math Tests
- ▷ Memory Skills
- ▷ Overcoming Test Anxiety
- ▷ Test Anxiety Tips
- ▷ Time Management Assessment \*
- ▷ How Do You Use Your Time Assessment \*
- ▷ The Basics of Time Management
- ▷ Time Management: Myths vs. Facts
- ▷ Reduce Distractions/Concentrate
- ▷ Goal Setting Chart for Visual Learners
- ▷ Procrastination Issues and Resources
- ▷ Causes and Forms of Procrastination
- ▷ Perfectionism
- ▷ Self Regulated Learning for College
- ▷ Self-Directed Learning at Work
- ▷ Basics for College Writing
- ▷ Seven Stages of Writing Assignments
- ▷ Spelling Strategies and Tips
- ▷ Writing Under a Deadline



## Education: Preparing for Academic Success

- ▷ Difference between High School and College
- ▷ College Admission Tests
- ▷ Accuplacer Placement Test
- ▷ Developmental Education
- ▷ Mindquest Academy
- ▷ Adult Basic Education Programs
- ▷ Advanced Placement Courses (AP)
- ▷ Credit for Prior Learning
- ▷ DSST (Dantes) Examinations for Military Personnel
- ▷ International Baccalaureate Program (IB)
- ▷ Post-Secondary Options Program (PSEO)

## Education: Charting Your Education Plan

- ▷ Long-term Plan of Courses Worksheet
- ▷ College Catalogs (Minnesota)
- ▷ CollegeSource
- ▷ Program/Major Locator
- ▷ ISEEK: Find Area of Study
- ▷ Peterson Planner
- ▷ Degree Audit Report (DARS)
- ▷ USelect (Transfer Resource)
- ▷ Minnesota Transfer Curriculum (MNTC)
- ▷ Minnesota Transfer Resources

## Education: Reviewing and Adjusting Your Plan

- ▷ Academic Standing
- ▷ Minnesota State Colleges and Universities Financial Aid Satisfactory Progress Policy
- ▷ GPA Calculator \*



## Finance: Your Budget

- ▷ Financial Values Guide Worksheet \*
- ▷ Setting and Prioritizing Goals Worksheet \*
- ▷ Personal Finances Workbook \*
- ▷ Monthly Budget Worksheet \*
- ▷ Budgeting Tips
- ▷ Create a Budget Website \*

## Finance: Financing Your Education

- ▷ ISEEK Financial Aid
- ▷ Get Ready for College
- ▷ Career One Stop Financial Aid
- ▷ Federal Student Aid (FAFSA)
- ▷ Financial Aid Estimator\*
- ▷ How to Create Scholarship Strategy \*
- ▷ Minnesota Scholarships
- ▷ The Hope and Lifetime Learning Tax Credit
- ▷ Deduction of Tuition and Fees
- ▷ Tax Filing
- ▷ Understanding Grant and Loan Programs Fact Sheets
- ▷ Direct Consolidation Loan Information Center

## Finance: Debt Management

- ▷ Commonly Asked Credit Card Questions
- ▷ MN Attorney General's Credit Handbook
- ▷ Choosing a Credit Card Site
- ▷ Requesting a Free Annual Credit Report
- ▷ The Better Business Bureau
- ▷ The National Foundation for Credit Counseling

## Finance: Identity Theft

- ▷ Guarding Your Privacy
- ▷ Identity Theft on Campus
- ▷ Protect Personal Information
- ▷ Privacy Rights Clearing House
- ▷ Social Security Online
- ▷ Identity Theft Resource Center
- ▷ OnGuardOnline\*





## Finance: Creating a Savings Plan

▷ Saving Early – US Department of Labor Example

▷ Social Security Administration

▷ Federal Citizen Information Center



## Leadership: Who are You as a Leader?

▷ Leadership Assessment Tools

▷ Develop your Personal Philosophy of Leadership

▷ Leadership Style Survey \*

▷ The Practice of Leadership

▷ Jung Typology Test \*

▷ Leadership Self Assessment

▷ DISC Inventory \*

▷ Different Leadership Styles

▷ Keirsey Temperament Sorter-II \*

▷ Overview of Leadership Theories

▷ Create your Groups Mission and Vision Statement

▷ The Center for Leadership Studies: Home of Situational Leadership

▷ Mission and Vision Statements- What's the Difference?

▷ Hersey's and Blanchard's Situational Leadership Model

## Leadership : Leadership Resources

▷ Ice Breakers

▷ How to Delegate

▷ Ice Breakers and Team Builders

▷ Successful Delegation

▷ Goal Setting\*

▷ Backwards Planning Information

▷ Goal Setting Worksheet \*

▷ Backwards Program Planning

▷ Setting SMART Goals \*

▷ Event Planning Worksheet \*

▷ Decision Making

▷ Steps to Successful Event Planning

▷ Guide to Creative Decision Making & Critical Thinking

▷ Effective Meetings Produce Results

▷ Motivate Others

▷ Effective Meeting Tips

▷ Motivation Tips

▷ Planning and Leading Effective Meetings

▷ Conflict Management

▷ How to Develop an Agenda

▷ Mediating Conflict

▷ Roberts Rules of Order and FAQs

▷ Center for Ethical Leadership

▷ Incoming Officer Goal Sheet\*

▷ Ethical Leadership Scales

▷ Officer Transition Information

▷ Etiquette for College Students

▷ Officer Transitions

▷ One Etiquette Place

▷ Outgoing Officer Transition Worksheet\*

▷ Basic Guidelines for Giving Feedback

▷ Managing Your Time

▷ Feedback Tips

▷ Time Management

▷ Giving Negative Feedback

▷ Center for Creative Leadership

▷ Initiating Change

▷ FISH! Philosophy

▷ Empowering Change

▷ Leadership Now

▷ Leading Organizational Change

▷ National Clearing House for Leadership Programs

▷ Different Approaches to Brainstorming

▷ The Leadership Challenge

▷ How to Brainstorm

▷ The Leadership Circle

▷ Communication Tips

▷ Best Leadership Books: 2007

▷ Effective Interpersonal Communication

▷ Leadership Book List

▷ Nonverbal Communication

▷ Movies and Leadership

▷ Delegation Worksheet \*

▷ Phi Theta Kappa - Leadership and Movies





## Leadership in Action

- ▷ National Panhellenic Council
- ▷ North-American Interfraternity Conference
- ▷ Phi Beta Kappa
- ▷ Phi Theta Kappa
- ▷ Minnesota Compact
- ▷ Minnesota Service Learning Clearinghouse
- ▷ Minnesota State university Student Association
- ▷ Minnesota State College Student Association
- ▷ Choralnet
- ▷ E-Democracy
- ▷ Early Childhood Family Education
- ▷ Find a Book Club
- ▷ Keep America Beautiful
- ▷ Rotary International
- ▷ Toastmasters
- ▷ Volunteer Opportunities
- ▷ AmeriCorps
- ▷ Corporation for National and Community Service
- ▷ Hands on Twin Cities
- ▷ MN Association for Volunteer Administration
- ▷ Peace Corps
- ▷ Vote411
- ▷ National League of Women Voters
- ▷ Project VoteSmart
- ▷ U.S. Federal Government - Elections and Voting
- ▷ Minnesota Secretary of State Election Center
- ▷ Iowa Elections and Voter Information
- ▷ North Dakota Elections and Voting Information
- ▷ South Dakota Elections and Voter Registration Information
- ▷ Wisconsin's - Elections Division
- ▷ Presentations on Electoral Process
- ▷ US Citizenship and Immigration Services
- ▷ Study Materials for the Naturalization Test
- ▷ Naturalization Self Test.
- ▷ Center for Democracy and Citizenship
- ▷ Teaching with Documents for Constitution Day
- ▷ National Constitution Center

## Global Competency

- ▷ Country Studies Series
- ▷ Dimensions of Global Leadership
- ▷ NAFA - Association of International Educators
- ▷ Study Abroad
- ▷ Tips for Traveling Abroad
- ▷ Association of the Advancement of Sustainability in Higher Education
- ▷ Campus Sustainability Profiles
- ▷ EarthShare
- ▷ Sustainable Living
- ▷ What is your Carbon Footprint? \*
- ▷ Educators for Social Responsibility
- ▷ Human Rights Campaign
- ▷ Project Implicit
- ▷ Tolerance.org
- ▷ Students of All Ages
- ▷ Age Discrimination
- ▷ Gender Education Center (Debra Davis)
- ▷ OutFront Minnesota
- ▷ Parents, Families, and Friends of Lesbians and Gays (PFLAG)
- ▷ Americans with Disabilities Act
- ▷ Disability Info
- ▷ Dismantling Racism
- ▷ Diversity Web Higher Education
- ▷ Facts About Religious Discrimination
- ▷ Religious Tolerance
- ▷ Appleseed Network
- ▷ National Economic and Social Rights Initiative (NESRI)
- ▷ Social Justice Journal





## **Personal: Transitioning to College**

- ▷ MNADe Brochure: Difference between High School and College
- ▷ Top Ten Transition Issues
- ▷ Adult Learners
- ▷ Moving Away From Home
- ▷ Are you Ready for Change?
- ▷ Develop a Personal Change Strategy \*
- ▷ How to Cope with Change
- ▷ Interactive Resiliency Online Course \*
- ▷ Take the Resiliency Quiz \*
- ▷ Americans with Disability Home
- ▷ Americans with Disability Act (ADA)
- ▷ Services for Students with Disabilities
- ▷ Minnesota State Council on Disability
- ▷ PACER Center

## **Personal: Physical Health and Wellness**

- ▷ Alcoholics Anonymous
- ▷ Alcohol Basics
- ▷ The Bacchus Network
- ▷ College Drinking: Changing the Culture
- ▷ Drinking and Driving
- ▷ eChug: An Interactive Self-Assessment Tool \*
- ▷ Become an Ex
- ▷ Quitting Smoking
- ▷ Smoking QuitPlan
- ▷ American Lung Association
- ▷ Second-Hand Smoke
- ▷ Tobacco Free U
- ▷ Do it Now
- ▷ Hazelden: Get Addiction Help!
- ▷ National Institute on Drug Abuse
- ▷ Prescription Drugs
- ▷ Street Drugs
- ▷ American Cancer Society
- ▷ Minnesota Cancer Resources
- ▷ Breast Cancer and Self Exams
- ▷ The Beehive Health and Fitness for Everyone
- ▷ Exercise and Fitness
- ▷ Healthier U.S Focus on Fitness
- ▷ The President's Council on Physical Fitness and Wellness
- ▷ Mayo Clinic Tools, Assessments and Quizzes
- ▷ Health Tools to Help You Keep Track
- ▷ Drugs, Supplements and Herbal Information
- ▷ Food and Drug Administration Food Pyramid
- ▷ The Healthy Fridge
- ▷ Government Source for Food and Nutrition Information
- ▷ Spark People: An Online Community Focused on Health
- ▷ National Sleep Center
- ▷ Why Sleep is Important?
- ▷ American Heart Association
- ▷ Cholesterol
- ▷ Heart Health and Men
- ▷ Heart Health and Women
- ▷ Abstinence
- ▷ Birth Control Basics
- ▷ Birth Control Options
- ▷ Choosing a Birth Control Method Quiz\*
- ▷ Abortion
- ▷ Adoption
- ▷ Mayo Clinic Pregnancy Center
- ▷ Planned Parenthood
- ▷ It's Your (Sex) Life: Your Guide to Safe Sex
- ▷ Smarter Sex
- ▷ Averting HIV and AIDS
- ▷ Minnesota AIDS Project
- ▷ Red Door Services
- ▷ UnAIDS
- ▷ American Social Health Association
- ▷ Center for Disease Control and Prevention
- ▷ MN Department of Health: Statistics and Data about STDs





## **Personal: Mental Health and Wellness**

- ▷ Crisis Connection Hotline
- ▷ National Suicide Prevention Lifeline
- ▷ National Domestic Violence Hotline
- ▷ Rape and Sexual Abuse Center
- ▷ The Men's Line
- ▷ Fight Mental Health Stigma
- ▷ Find a Mental Health Care Provider
- ▷ Mental Health Association of Minnesota
- ▷ Anxiety Disorder
- ▷ Bipolar Disorder
- ▷ Borderline Personality Disorder
- ▷ Depression
- ▷ Depression Screening Test \*
- ▷ What is Depression?
- ▷ Eating Disorders
- ▷ The Emily Program: Eating Disorder Treatment
- ▷ Obsessive Compulsive Disorder
- ▷ Something Fishy: Eating Disorders Assessment \*
- ▷ Panic Disorder
- ▷ Post-Traumatic Stress Disorder
- ▷ Schizophrenia
- ▷ Seasonal Affective Disorder
- ▷ Self-Injury and Cutting
- ▷ Social Anxiety Disorder
- ▷ Suicide
- ▷ All Types of Addiction
- ▷ Gambling and College Students
- ▷ Gam-anon
- ▷ Internet Addiction
- ▷ Anger Management
- ▷ Loneliness and Social Isolation
- ▷ Managing Emotions
- ▷ Perfectionism
- ▷ National Association of Self Esteem
- ▷ Building Self Esteem
- ▷ Managing Stress

## **Personal: Home, Family and Community**

- ▷ Apply for a Food Assistance Program
- ▷ Find a Food Shelter Near You
- ▷ Minnesota Health Care Programs
- ▷ Resources for the Uninsured
- ▷ Find Affordable Housing
- ▷ Minnesota Coalition for the Homeless
- ▷ Lawyer Referral and Information Service
- ▷ Legal Assistance
- ▷ At Risk Youth Resource
- ▷ Child Care Information and Assistance
- ▷ Family Education
- ▷ MN Child Care Resource and Referral Network
- ▷ American Refugee Center
- ▷ The Center for Victims of Torture
- ▷ The Immigrant Law Center
- ▷ Refugee Health Care (MN)
- ▷ Carpool in Minnesota
- ▷ Minnesota Public Transportation

## **Personal: Personal Relationships**

- ▷ Center for Grief, Loss and Transition
- ▷ Grief and Loss
- ▷ Relationship Breakups
- ▷ Divorce
- ▷ Cornerstone
- ▷ Minnesota Coalition for Battered Women
- ▷ Signs and Symptoms of Domestic Abuse
- ▷ Affirmative Action in Employment (MnSCU)
- ▷ Nondiscrimination Policy in Employment & Education
- ▷ Sexual Harassment
- ▷ What a Healthy Relationship Looks Like
- ▷ Assertive Communication
- ▷ Communicating with your Instructor
- ▷ Conflict Resolution
- ▷ The Aurora Center
- ▷ List of Minnesota Counseling Services by County
- ▷ Sexual Violence (MnSCU policy)
- ▷ All About Sexual Orientation and Sexual Identity
- ▷ GLBT National Help Center
- ▷ Parents, Families and Friends of Gays & Lesbians
- ▷ Roommate Etiquette Tips
- ▷ Roommate Tips
- ▷ Roommate Survival Guide

