***Career Achievement, 3e* (Blackett)**

**Chapter 1 Jump-Start Your Career**

1) A job is a work situation you take to grow deeply.

Answer: FALSE

Difficulty: 1 Easy

Topic: The Difference Between a Job and a Career

Bloom's: Remember

Accessibility: Keyboard Navigation

Learning Outcome: 01-01 Differentiate between a job and a career.

2) You have found a career when your employment is built on skill, passion, experience, and education, as well as preference.

Answer: TRUE

Difficulty: 1 Easy

Topic: The Difference Between a Job and a Career

Bloom's: Remember

Accessibility: Keyboard Navigation

Learning Outcome: 01-01 Differentiate between a job and a career.

3) A fulfilling career may also include some tasks we do not love.

Answer: TRUE

Difficulty: 2 Medium

Topic: The Difference Between a Job and a Career

Bloom's: Understand

Accessibility: Keyboard Navigation

Learning Outcome: 01-01 Differentiate between a job and a career.

4) An avocation is the same thing as a career.

Answer: FALSE

Difficulty: 1 Easy

Topic: The Difference Between a Job and a Career

Bloom's: Remember

Accessibility: Keyboard Navigation

Learning Outcome: 01-01 Differentiate between a job and a career.

5) You should never take a job if it does not match with your program of study.

Answer: FALSE

Difficulty: 2 Medium

Topic: The Difference Between a Job and a Career

Bloom's: Understand

Accessibility: Keyboard Navigation

Learning Outcome: 01-01 Differentiate between a job and a career.

6) Employers prefer to hire people who are working.

Answer: TRUE

Difficulty: 1 Easy

Topic: The Difference Between a Job and a Career

Bloom's: Remember

Accessibility: Keyboard Navigation

Learning Outcome: 01-01 Differentiate between a job and a career.

7) Goal formulation applies only to those who are searching for a career.

Answer: FALSE

Difficulty: 1 Easy

Topic: The Importance of Effective Goal Setting

Bloom's: Remember

Accessibility: Keyboard Navigation

Learning Outcome: 01-03 Recognize the role of effective goal setting in relation to career success.

8) Research has proven that goals provide the motivation for people to function more normally, even in an adverse environment.

Answer: TRUE

Difficulty: 2 Medium

Topic: The Importance of Effective Goal Setting

Bloom's: Understand

Accessibility: Keyboard Navigation

Learning Outcome: 01-03 Recognize the role of effective goal setting in relation to career success.

9) Science has proven that there is no way that we can control our thoughts.

Answer: FALSE

Difficulty: 2 Medium

Topic: The Importance of Effective Goal Setting

Bloom's: Understand

Accessibility: Keyboard Navigation

Learning Outcome: 01-03 Recognize the role of effective goal setting in relation to career success.

10) Feeding your mind constructive thoughts will lead to confusion and should not be done.

Answer: FALSE

Difficulty: 2 Medium

Topic: The Importance of Effective Goal Setting

Bloom's: Understand

Accessibility: Keyboard Navigation

Learning Outcome: 01-03 Recognize the role of effective goal setting in relation to career success.

11) Goals should be very general and nonspecific to allow for flexibility and changing one's mind.

Answer: FALSE

Difficulty: 2 Medium

Topic: The Importance of Effective Goal Setting

Bloom's: Understand

Accessibility: Keyboard Navigation

Learning Outcome: 01-03 Recognize the role of effective goal setting in relation to career success.

12) Your mind's negative statements can be reversed.

Answer: TRUE

Difficulty: 1 Easy

Topic: The Importance of Effective Goal Setting

Bloom's: Remember

Accessibility: Keyboard Navigation

Learning Outcome: 01-03 Recognize the role of effective goal setting in relation to career success.

13) Focusing on positives has no relationship to "good things happening" for a career seeker.

Answer: FALSE

Difficulty: 1 Easy

Topic: The Importance of Effective Goal Setting

Bloom's: Remember

Accessibility: Keyboard Navigation

Learning Outcome: 01-03 Recognize the role of effective goal setting in relation to career success.

14) A career plan should be developed and implemented quickly in order to be effective.

Answer: FALSE

Difficulty: 2 Medium

Topic: Your Career Mission Statement

Bloom's: Understand

Accessibility: Keyboard Navigation

Learning Outcome: 01-04 Understand the importance of having a career mission before you create a career plan.

15) A mission statement is designed to take a person through his or her first year of college.

Answer: FALSE

Difficulty: 2 Medium

Topic: Your Career Mission Statement

Bloom's: Understand

Accessibility: Keyboard Navigation

Learning Outcome: 01-04 Understand the importance of having a career mission before you create a career plan.

16) Adopting a "winner's mentality" is key to achieving one's goals.

Answer: TRUE

Difficulty: 1 Easy

Topic: The Importance of Effective Goal Setting

Bloom's: Remember

Accessibility: Keyboard Navigation

Learning Outcome: 01-03 Recognize the role of effective goal setting in relation to career success.

17) An effective mission statement should be stated so that it has a measurable component.

Answer: TRUE

Difficulty: 1 Easy

Topic: Your Career Mission Statement

Bloom's: Remember

Accessibility: Keyboard Navigation

Learning Outcome: 01-04 Understand the importance of having a career mission before you create a career plan.

18) A key feature of a good goal is that it excites you and fills you with energy.

Answer: TRUE

Difficulty: 2 Medium

Topic: The Importance of Effective Goal Setting

Bloom's: Understand

Accessibility: Keyboard Navigation

Learning Outcome: 01-03 Recognize the role of effective goal setting in relation to career success.

19) There are a number of psychological studies that demonstrate meaningful goals are not essential to human health and well-being.

Answer: FALSE

Difficulty: 3 Hard

Topic: The Importance of Effective Goal Setting

Bloom's: Analyze

Accessibility: Keyboard Navigation

Learning Outcome: 01-03 Recognize the role of effective goal setting in relation to career success.

20) There is little relationship between attitude and career success.

Answer: FALSE

Difficulty: 1 Easy

Topic: The Importance of Effective Goal Setting

Bloom's: Remember

Accessibility: Keyboard Navigation

Learning Outcome: 01-03 Recognize the role of effective goal setting in relation to career success.

21) The portfolio must be in hard copy form only.

Answer: FALSE

Difficulty: 1 Easy

Topic: Your Career Mission Statement

Bloom's: Remember

Accessibility: Keyboard Navigation

Learning Outcome: 01-04 Understand the importance of having a career mission before you create a career plan.

22) Career mission statements can be modified over time.

Answer: TRUE

Difficulty: 1 Easy

Topic: Your Career Mission Statement

Bloom's: Remember

Accessibility: Keyboard Navigation

Learning Outcome: 01-04 Understand the importance of having a career mission before you create a career plan.

23) If you can remember your goals, there is no need to waste time writing them down.

Answer: FALSE

Difficulty: 1 Easy

Topic: The Importance of Effective Goal Setting

Bloom's: Remember

Accessibility: Keyboard Navigation

Learning Outcome: 01-03 Recognize the role of effective goal setting in relation to career success.

24) Fear of failure can be an obstacle to developing goals.

Answer: TRUE

Difficulty: 1 Easy

Topic: The Importance of Effective Goal Setting

Bloom's: Remember

Accessibility: Keyboard Navigation

Learning Outcome: 01-03 Recognize the role of effective goal setting in relation to career success.

25) An avocation is a work situation taken primarily to make money.

Answer: FALSE

Difficulty: 1 Easy

Topic: The Difference Between a Job and a Career

Bloom's: Remember

Accessibility: Keyboard Navigation

Learning Outcome: 01-01 Differentiate between a job and a career.

26) A good "stretch goal" is one that is large enough to create the energy and motivation needed to achieve it, but not so lofty that it is unattainable.

Answer: TRUE

Difficulty: 1 Easy

Topic: The Importance of Effective Goal Setting

Bloom's: Remember

Accessibility: Keyboard Navigation

Learning Outcome: 01-03 Recognize the role of effective goal setting in relation to career success.

27) Our self-talk is the mental chatter that occurs in our heads on a constant basis.

Answer: TRUE

Difficulty: 1 Easy

Topic: The Importance of Effective Goal Setting

Bloom's: Remember

Accessibility: Keyboard Navigation

Learning Outcome: 01-03 Recognize the role of effective goal setting in relation to career success.

28) A portfolio is a group of documents that represents one's work.

Answer: TRUE

Difficulty: 1 Easy

Topic: Your Career Mission Statement

Bloom's: Remember

Accessibility: Keyboard Navigation

Learning Outcome: 01-04 Understand the importance of having a career mission before you create a career plan.

29) An affirmation is a conscious positive statement you say to yourself even if it's not true at the moment.

Answer: TRUE

Difficulty: 1 Easy

Topic: The Importance of Effective Goal Setting

Bloom's: Remember

Accessibility: Keyboard Navigation

Learning Outcome: 01-03 Recognize the role of effective goal setting in relation to career success.

30) A career mission statement is a brief description of your overall career purpose.

Answer: TRUE

Difficulty: 1 Easy

Topic: Your Career Mission Statement

Bloom's: Remember

Accessibility: Keyboard Navigation

Learning Outcome: 01-04 Understand the importance of having a career mission before you create a career plan.

31) Repeating affirmations is one way to change our "self-talk."

Answer: TRUE

Difficulty: 2 Medium

Topic: The Importance of Effective Goal Setting

Bloom's: Understand

Accessibility: Keyboard Navigation

Learning Outcome: 01-03 Recognize the role of effective goal setting in relation to career success.

32) Which is a characteristic of a career?

A) It is a kind of life path.

B) It is built over time and is guided by long-range goals.

C) It involves strategizing.

D) All of the choices are correct.

Answer: D

Difficulty: 2 Medium

Topic: The Difference Between a Job and a Career

Bloom's: Understand

Accessibility: Keyboard Navigation

Learning Outcome: 01-01 Differentiate between a job and a career.

33) Which is an outcome of writing down your goals?

A) It can be the beginning of change in your life.

B) It increases the likelihood of achieving your goals.

C) It reinforces your thoughts surrounding the goal.

D) All of the choices are correct.

Answer: D

Difficulty: 3 Hard

Topic: The Importance of Effective Goal Setting

Bloom's: Analyze

Accessibility: Keyboard Navigation

Learning Outcome: 01-03 Recognize the role of effective goal setting in relation to career success.

34) Which is a characteristic of people "stuck" or stalled out in their careers?

A) They feel jaded.

B) They feel uninspired.

C) They feel burned out.

D) All of the choices are correct.

Answer: D

Difficulty: 3 Hard

Topic: The Importance of Effective Goal Setting

Bloom's: Analyze

Accessibility: Keyboard Navigation

Learning Outcome: 01-03 Recognize the role of effective goal setting in relation to career success.

35) Which of these would you need to reflect on before deciding on a career path?

A) your values

B) your passions

C) your unique gifts and talents

D) All of the choices are correct.

Answer: D

Difficulty: 1 Easy

Topic: Managing Your Career

Bloom's: Remember

Accessibility: Keyboard Navigation

Learning Outcome: 01-02 Determine how to manage your career.

36) All of the following are necessary for goal-setting *except*

A) self-talk.

B) constructive thoughts.

C) negativity.

D) affirmations.

Answer: C

Difficulty: 2 Medium

Topic: The Importance of Effective Goal Setting

Bloom's: Understand

Accessibility: Keyboard Navigation

Learning Outcome: 01-03 Recognize the role of effective goal setting in relation to career success.

37) Select the response that represents SMART goals.

A) Specific. Measurable. Attainable. Realistic. True.

B) Stated. Measurable. Attainable. Realistic. Tangible.

C) Specific. Measurable. Actual. Realistic. Tangible.

D) Specific. Measurable. Attainable. Realistic. Tangible.

Answer: D

Difficulty: 3 Hard

Topic: The Importance of Effective Goal Setting

Bloom's: Analyze

Accessibility: Keyboard Navigation

Learning Outcome: 01-03 Recognize the role of effective goal setting in relation to career success.

38) Which of the following is not a part of the career goal development process?

A) desires

B) gifts and talents

C) job

D) interests

Answer: C

Difficulty: 1 Easy

Topic: The Importance of Effective Goal Setting

Bloom's: Remember

Accessibility: Keyboard Navigation

Learning Outcome: 01-03 Recognize the role of effective goal setting in relation to career success.

39) A career mission statement is

A) a brief outline of your job description.

B) a statement that singles out a goal that needs revision.

C) a broad statement of intent.

D) the same as a SMART goal.

Answer: C

Difficulty: 1 Easy

Topic: Your Career Mission Statement

Bloom's: Remember

Accessibility: Keyboard Navigation

Learning Outcome: 01-04 Understand the importance of having a career mission before you create a career plan.

40) Which of the following are useful tools?

A) affirmations

B) visualization

C) lists comparing what you want and do not want

D) All of the choices are correct.

Answer: D

Difficulty: 1 Easy

Topic: The Importance of Effective Goal Setting

Bloom's: Remember

Accessibility: Keyboard Navigation

Learning Outcome: 01-03 Recognize the role of effective goal setting in relation to career success.

41) Which of the following should be true about your career mission statement?

A) It should land you a job.

B) It should be somewhat random in detail or direction.

C) It should focus on the next five years.

D) It should help you plan out from where your career is now.

Answer: C

Difficulty: 3 Hard

Topic: Your Career Mission Statement

Bloom's: Apply

Accessibility: Keyboard Navigation

Learning Outcome: 01-04 Understand the importance of having a career mission before you create a career plan.

42) Which of the following is not true about a portfolio?

A) It is a group of documents that represents your work.

B) It is private and should not be part of your job search.

C) It represents your development over time.

D) Employers may wish to access it electronically.

Answer: B

Difficulty: 2 Medium

Topic: Your Career Mission Statement

Bloom's: Understand

Accessibility: Keyboard Navigation

Learning Outcome: 01-04 Understand the importance of having a career mission before you create a career plan.

43) Which of the following is not a useful source of salary information?

A) salary.com

B) monster.com

C) bls.gov

D) howtobeamillionaire.com

Answer: D

Difficulty: 1 Easy

Topic: Your Career Mission Statement

Bloom's: Remember

Accessibility: Keyboard Navigation

Learning Outcome: 01-04 Understand the importance of having a career mission before you create a career plan.

44) Which of the following is an important question to ask yourself as you proceed in your career?

A) Will this choice take me closer to my destination?

B) Will this choice give me more money?

C) Will this choice make my parents happy?

D) Will this choice impress others?

Answer: A

Difficulty: 3 Hard

Topic: Your Career Mission Statement

Bloom's: Apply

Accessibility: Keyboard Navigation

Learning Outcome: 01-04 Understand the importance of having a career mission before you create a career plan.

45) What is the meaning of the phrase "What you focus on expands"?

A) Lot of ideas tend to distract people.

B) Too much attention to a matter can cause it to grow out of control.

C) The object of your mental attention is what you will produce more of in your life.

D) Too much attention to one thing can make you appear negligent.

Answer: C

Difficulty: 3 Hard

Topic: The Importance of Effective Goal Setting

Bloom's: Analyze

Accessibility: Keyboard Navigation

Learning Outcome: 01-03 Recognize the role of effective goal setting in relation to career success.

46) What is an obstacle?

A) a problem we cannot overcome

B) a sign we need to change dreams and goals

C) a sign we are moving closer to our goals

D) a warning

Answer: C

Difficulty: 3 Hard

Topic: The Importance of Effective Goal Setting

Bloom's: Analyze

Accessibility: Keyboard Navigation

Learning Outcome: 01-03 Recognize the role of effective goal setting in relation to career success.