



WP3 – INTERACTIVE INFOGRAPHICS FOR CAREER MANAGEMENT SKILLS

Analysing Information

CALL-TO-ACTION ACTIVITY

THEMATIC AREA

Search – Analysing information

ACTIVITY TITLE

Strategic Data Exploration

TYPE OF RESOURCE

Self-help activity



DURATION OF ACTIVITY (IN MINUTES)

75 minutes

LEARNING OUTCOME

- Develop advanced skills in analyzing employment-related data
- Strengthen the ability to assess and interpret diverse sources of job market information
- Cultivate a proactive approach to continuous improvement in information analysis skills for career planning

AIM OF ACTIVITY

The Strategic Data Exploration activity aims to empower participants with advanced information analysis skills, focusing specifically on employment-related data. Through a structured self-help process, participants will enhance their ability to critically assess and interpret job market information for informed career decisions.

MATERIALS REQUIRED FOR ACTIVITY

- Computer or device with internet access
- Notebook and pen

STEP-BY-STEP INSTRUCTIONS

Step 1: Set clear analysis goals

- Begin by setting clear goals for your information analysis related to employment opportunities. Define specific aspects you want to understand, such as job trends, required skills, or industry demands.

Step 2: Identify diverse data sources

- Explore a variety of data sources specifically related to employment. Investigate government labor reports, industry publications, job market platforms, and educational institutions. Consider incorporating alternative viewpoints or personal experiences shared on professional forums.

Step 3: Comprehensive data compilation

- Collect and organize data related to your employment-related goals. Utilize tools such as spreadsheets, mind maps, or visual aids to structure your information. Ensure the compiled data provides a comprehensive view of the job market.

Step 4: Analyze employment patterns and trends

- Examine the compiled data to identify patterns and trends in the job market. Look for correlations and outliers that may provide valuable insights into employment opportunities, industry demands, and skills in demand.

Step 5: Assess reliability and credibility of job information

- Evaluate the reliability and credibility of the sources you've gathered job-related information from. Consider the authority, accuracy, currency, and objectivity of each source to ensure the integrity of your analysis.

Step 6: Synthesize information and formulate career insights

- Synthesize the analyzed data to form coherent insights related to your career goals. Connect the dots between different pieces of information, draw conclusions, and formulate key takeaways that will guide your career planning and decision-making process.

Step 7: Reflect and refine

- Reflect on the analysis process and the career insights gained. Identify areas for improvement in your information analysis skills related to employment.
- You can ask yourself the following questions: Did you effectively gather and assess relevant information about potential career paths and job market dynamics? Were there any limitations or biases in your approach to data analysis? How can you refine your techniques for future career research endeavors?

Step 8: Your Strategic career plan

- Developing a strategic career plan involves aligning your enhanced skills with long-term aspirations. Begin by identifying target industries, roles, and geographic locations that resonate with your career goals and align with your skill set.
- Break down your plan into actionable steps with measurable milestones, setting deadlines for specific objectives such as completing relevant training programs and expanding your professional network. By establishing clear timelines and benchmarks, you can effectively track your progress and capitalize on specific job opportunities.



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