








Purpose: Use the interactive tools, articles, videos, and related resources to:

1. Identify potential careers and the required training and credentials.
2. Identify training programs and compare the pros and cons of each option.
3. Select the best options for the circumstance and contact the provider to learn more.
4. Research options for paying for training.
5. Make a plan that identifies short and long term goals, as well as strategies for staying motivated.

Steps:	Find It Here: www.illinoisworknet.com
1. If you haven't researched the career opportunities, use the Career, Wages and Trends search tool to identify the required training for a career(s). It is important to do your research ahead of time to make sure that you do not waste your time and money by training for an obsolete job, a job that does not match your skills and interests, or not earning the credentials to get into that career.	 Explore Careers
2. Use the Training Program Search and the Apprenticeship Search to find and compare the pros and cons of training programs. Identify the skills and credentials you will earn by completing the program. Bookmark your favorites. Bookmarks are saved in your My Dashboard.	 Training & Credentials  My Dashboard
3. Determine if you meet the minimum requirements to get into the program. <ol style="list-style-type: none"> a. You may need to update your basic skills. If so, use the Adult Education Search to find a program. b. You may need to take a college admission test. Learn more about admission tests in the Planning & Financing Training articles. 	 Training & Credentials
4. Once you have narrowed down your training program options, set up a time to visit the training provider to learn more about the program, work study and scholarship opportunities, and campus life.	
5. Research financial assistance options. Learn more about applying for financial aid in the Planning & Financing Training articles.	 Training & Credentials

6. Use the S.M.A.R.T. goals worksheet or S.M.A.R.T. Goals tool within the Employment 101 Guide to identify:	 My Dashboard
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<ul style="list-style-type: none"> a. Short and long term goals. b. Potential roadblocks and consider options for a backup plan (i.e., have a backup plan if your car breaks down and you need to get to class). c. Strategies for staying motivated throughout your training program. 	
<p>7. Apply to for the training program.</p>	 Training & Credentials
<p>8. Get involved in a student and/or trade association. Use the event calendar to find local training or networking opportunities.</p>	 Network & Connect

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