

## MassCIS Guide

### WHAT IS MASSCIS?

MassCIS (Massachusetts Career Information System) is the Commonwealth's free online, interactive career information system. It combines occupational, labor market, and educational information into one comprehensive, easy-to-use career exploration tool. Using MassCIS can help you identify career paths related to your field of study and make successful career decisions.

### HOW TO ACCESS MASSCIS:

1. Start at the MassCIS URL: [www.masscis.intocareers.org](http://www.masscis.intocareers.org)
2. In the log-in box, click on "Massachusetts Resident"
3. Select "MassCIS Adult"
4. Enter your city or town, and your zip code, if you're a Massachusetts resident. If you're a resident of another state, enter "Lowell" and "01854" (the location and zip code of your school).

### USE MASSCIS TO HELP YOU:

#### **Identify your interests, skills and work values, and which careers may be a good match**

- Click on "Assessments" in the horizontal bar at the top of the homepage
- Click on "Interests" and follow instructions to take assessment
- Click on "What skills and work values are important to me?" and follow assessment instructions

#### **Find occupations related to your field of study**

- Click on "Education" in the horizontal bar at the top of the homepage
- Select "What Can I Study?"
- Click on "Go to Programs of Study"
- Click on "Titles Index" in the second horizontal bar at the top
- Select your major from the alphabetical list (for example, for Criminal Justice, click on "C" from the alphabet at the top to get a list of majors beginning with "C," then select "Criminal Justice")
- An Overview page of the major will appear. Click on "Occupations" at the left for a list of careers related to that major
- Select one or more of those careers to read all about them

#### **Read about careers you already have in mind**

- Click on "Occupations" in the horizontal bar at the top of the homepage
- Click on "Titles Index" in the second horizontal bar at the top
- Select your occupation from the alphabetical list (for example, for Marketing Manager, click on "M" from the alphabet at the top to get a list of occupations beginning with "M," then select "Marketing Manager")
- An Overview page of the occupation will appear. Select any of the Topics at the left (Common Work Activities, Wages, Employment and Outlook, etc.) to read more about the occupation

#### **Compare two occupations side by side**

- Click on "Occupations" in the horizontal bar at the top of the homepage
- Select "How Do I Compare Occupations?"
- Select two occupations to compare. A split screen will appear with Overviews of the two occupations. Select any of the Topics at the left (Common Work Activities, Wages, Employment and Outlook, etc.) to read more about the two occupations side by side.

### **UMass Lowell Career & Co-op Center**

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