

Three Rivers Careers User Guide

WWW.THREERIVERSCAREERS.COM

Powered by Headlight Data
WWW.HEADLIGHTDATA.COM

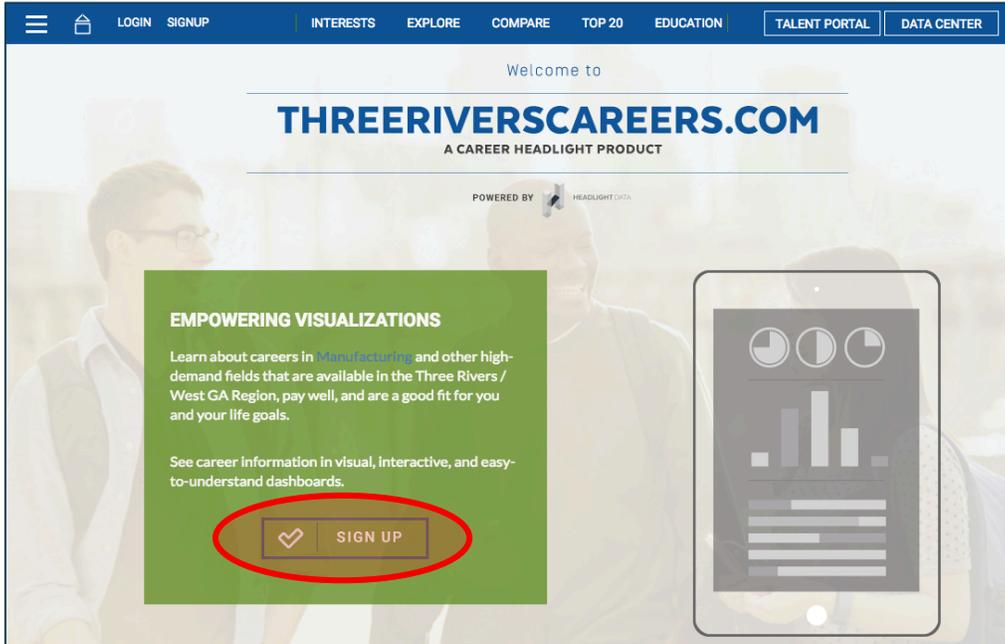
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Setup New Account

1. Sign up

To setup a new account, click the “*Sign Up*” button on the homepage.



2. Enter your information

Enter the information requested on the next screen and pictured below. Use an email address you have access to (you'll receive an email to verify your account) and use a password that you will remember.

Create a User Account

[Returning User Login](#)

First Name

Last Name

E-Mail Address

Password

Verify Password

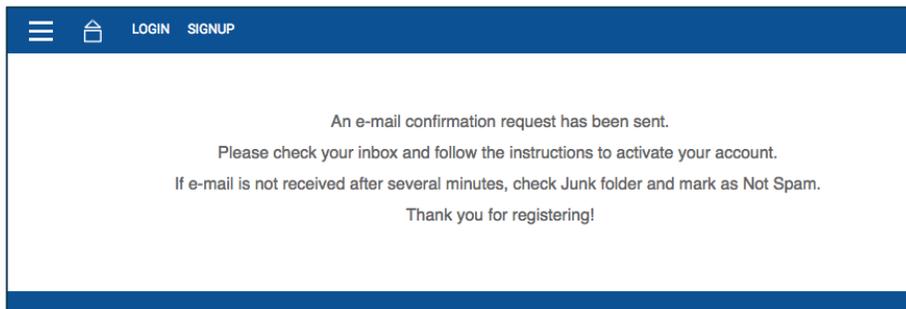
[Agree to Terms](#)

NEXT

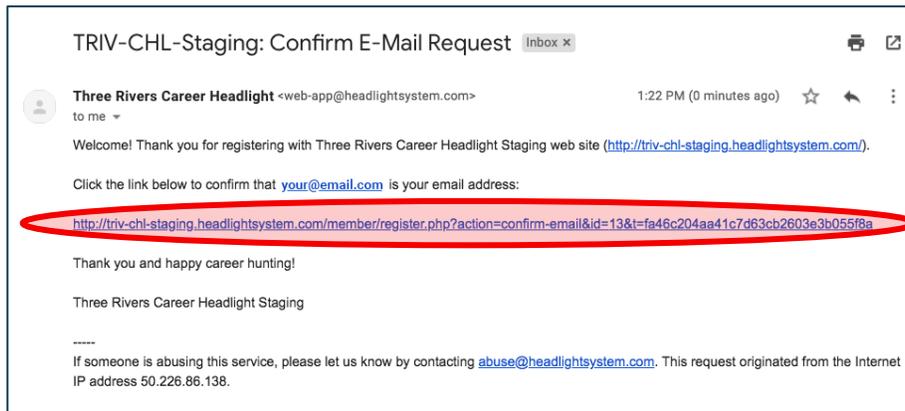
Make sure to check the "Agree to Terms" box before you click "Next".

3. Verify your email and login

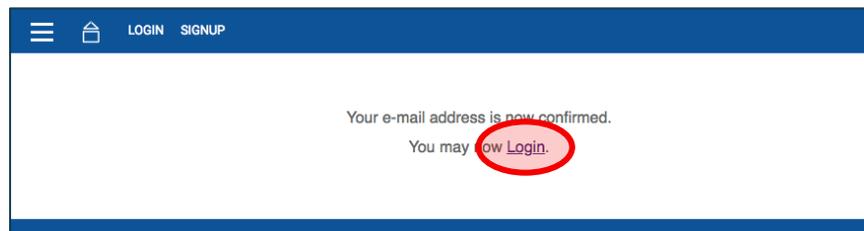
The next page will alert you that you've been sent a verification email to activate your account, like the picture below. You will need to open the email you entered during signup before continuing.



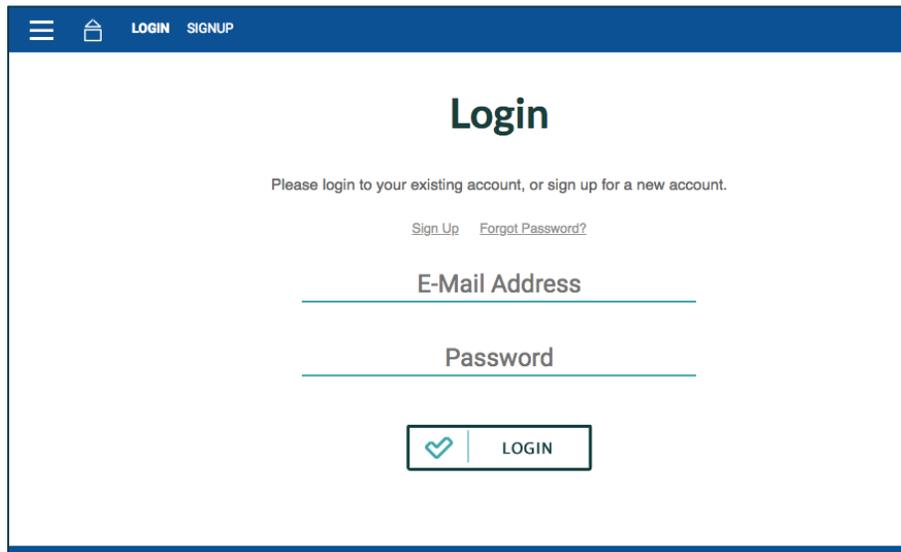
Click the third link to verify your email address.



If you see the message below, you have successfully verified your email. Click "Login" to continue.



You can now use the email and password you created during signup to login. If you ever forget your password, you can click *"Forgot Password?"* to reset it.

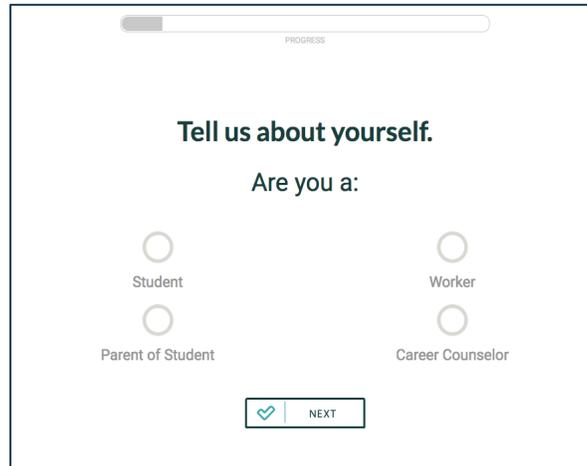


The image shows a web page with a dark blue header containing a menu icon, a home icon, and the text "LOGIN SIGNUP". The main content area is white and features the heading "Login" in a large, bold font. Below the heading is the instruction "Please login to your existing account, or sign up for a new account." followed by two links: "Sign Up" and "Forgot Password?". There are two input fields: "E-Mail Address" and "Password", each with a horizontal line below it. At the bottom is a button with a checkmark icon and the text "LOGIN".

This username will also work for <https://www.threeriversworks.com/> where you can learn more about jobs, education, and things to do in different areas in your community.

4. Fill out the user profile

To help customize the suggestions in your account, we will ask you a few questions.



PROGRESS

Tell us about yourself.

Are you a:

Student

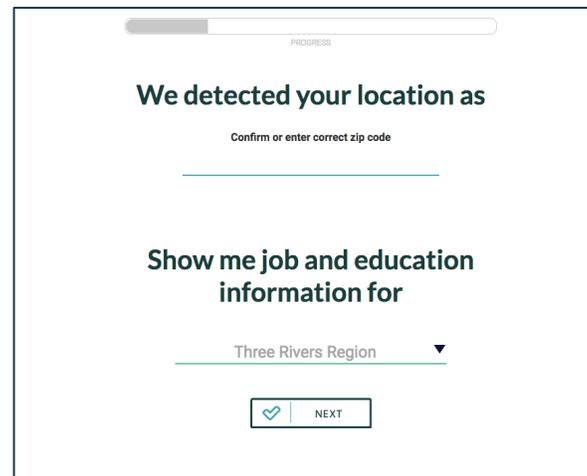
Worker

Parent of Student

Career Counselor

NEXT

Choose your current title.



PROGRESS

We detected your location as

Confirm or enter correct zip code

Show me job and education information for

Three Rivers Region ▼

NEXT

Add your zip code and choose in which area you want to search for jobs or education. You can choose **a single county** or choose the **Three Rivers Region** to select the entire area.

PROGRESS

Please enter your age

NEXT

Enter your age.

PROGRESS

What is your current highest level of education?

High School Diploma Certificate of Less Than 1 Year Certificate of 1-2 Years Associate's Bachelor's Master's or Higher

NEXT

Select the highest level of education that you have already received.

PROGRESS

What is the highest level you expect to attain?

High School Diploma Certificate of Less Than 1 Year Certificate of 1-2 Years Associate's Bachelor's Master's or Higher

NEXT

Select the highest level of education you want to have in the future.

PROGRESS

Tell us about your interests

Filter: Check all Uncheck all

- Agriculture
- Architecture
- Back Office
- Business
- Communications

NEXT

Select as many interests as you like. They do not have to be what you want to study or what you want your job to involve. You can select “Check all” to select all interests or “Uncheck all” to unselect all interests.

PROGRESS

What job goals can Career Headlight help you with?

- General Learning of Careers that Exist
- Finding a Career that fits my Personality
- Finding High Wage Careers
- Changing to a New Career
- Learn what Education I need for a Career

NEXT

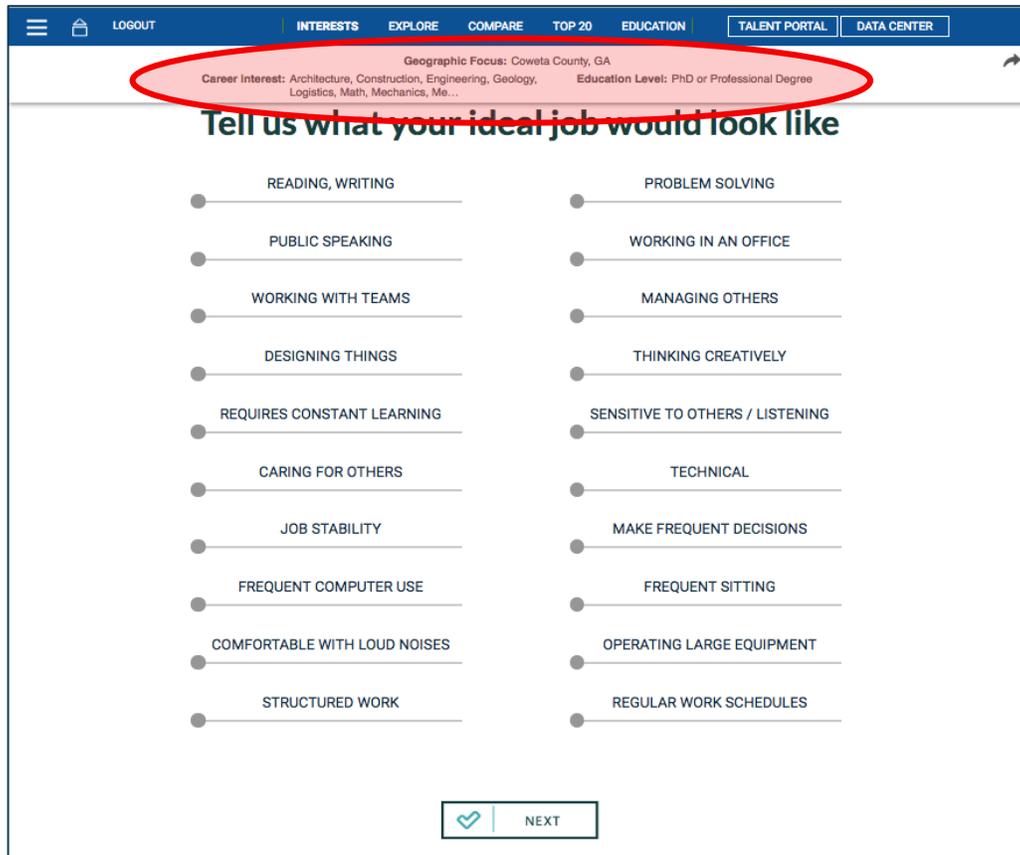
Select as many career and education goals as you like. You can select all of them or one, but you must make one selection.

Take the Interests Quiz

When you complete the user profile, you will be directed to an interests quiz to help match you to jobs that fit your interests, education level, and location.

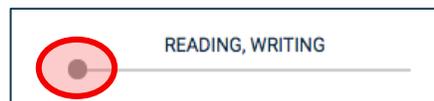
1. Filling out and adjusting the quiz

Use the settings box highlighted below to change your location, career interests, or intended education level.



The screenshot shows a web interface for an interests quiz. At the top, there is a navigation bar with 'LOGOUT' and several menu items: 'INTERESTS', 'EXPLORE', 'COMPARE', 'TOP 20', and 'EDUCATION'. On the right side of the navigation bar are buttons for 'TALENT PORTAL' and 'DATA CENTER'. Below the navigation bar, a settings box is highlighted with a red oval. This box contains the following information: 'Geographic Focus: Coweta County, GA', 'Career Interest: Architecture, Construction, Engineering, Geology, Logistics, Math, Mechanics, Me...', and 'Education Level: PhD or Professional Degree'. Below the settings box, the main heading reads 'Tell us what your ideal job would look like'. The quiz consists of 20 items, each with a slider control. The items are: READING, WRITING; PUBLIC SPEAKING; WORKING WITH TEAMS; DESIGNING THINGS; REQUIRES CONSTANT LEARNING; CARING FOR OTHERS; JOB STABILITY; FREQUENT COMPUTER USE; COMFORTABLE WITH LOUD NOISES; STRUCTURED WORK; PROBLEM SOLVING; WORKING IN AN OFFICE; MANAGING OTHERS; THINKING CREATIVELY; SENSITIVE TO OTHERS / LISTENING; TECHNICAL; MAKE FREQUENT DECISIONS; FREQUENT SITTING; OPERATING LARGE EQUIPMENT; and REGULAR WORK SCHEDULES. At the bottom of the quiz, there is a 'NEXT' button with a checkmark icon.

Use the circle as a slider that moves left to right. Leaving it to the left signifies you have no interest or ability in that area. Moving it to the right means you do have interest or ability in that area.



A close-up of the 'READING, WRITING' slider control. It features a horizontal line with a small grey circle at the left end, which is highlighted with a red circle. The text 'READING, WRITING' is positioned to the right of the line.

A completed interests quiz might look like the one below.

Geographic Focus: Coweta County, GA
Career Interest: Architecture, Construction, Engineering, Geology, Logistics, Math, Mechanics, Me...
Education Level: PhD or Professional Degree

Tell us what your ideal job would look like

Attribute	Selection
READING, WRITING	Low
PUBLIC SPEAKING	Low
WORKING WITH TEAMS	High
DESIGNING THINGS	Low
REQUIRES CONSTANT LEARNING	High
CARING FOR OTHERS	Low
JOB STABILITY	Low
FREQUENT COMPUTER USE	High
COMFORTABLE WITH LOUD NOISES	Low
STRUCTURED WORK	High
PROBLEM SOLVING	High
WORKING IN AN OFFICE	High
MANAGING OTHERS	High
THINKING CREATIVELY	Low
SENSITIVE TO OTHERS / LISTENING	Low
TECHNICAL	High
MAKE FREQUENT DECISIONS	Low
FREQUENT SITTING	Low
OPERATING LARGE EQUIPMENT	Low
REGULAR WORK SCHEDULES	High

NEXT

When you are satisfied with your answers, click "Next" to move on.

2. Your top careers

Based on your quiz, interests, location, and education level, our Career Headlight tool will determine the careers paths that are best suited for you.

Geographic Focus: Coweta County, GA

Career Interest: Agriculture, Architecture, Back Office, Business, Communications, Computer, Cons... Education Level: Bachelor's

Based on your skills and likes, the following careers could be explored. Favorite occupations that interest you, or click an occupation to Explore it.

☆ Sales Managers	85%
☆ Occupational Health and Safety Specialists	85%
☆ Industrial Production Managers	84%
☆ Purchasing Managers	84%
☆ Civil Engineers	83%

SHOW MORE (+)

You can click “*Show More*” to see a further list of careers that match your profile and interests.

If you would like to see other lists, you can change your location, career interests, or education level in the settings box at the top of the screen (pictured below). You will need to hit the “Refresh” button above your Top Careers list for your changes to generate a new list.

Geographic Focus: Coweta County, GA

Career Interest: Architecture, Construction, Engineering, Geology, Logistics, Math, Mechanics, Me... Education Level: PhD or Professional Degree

Once you find a career in your list that seems interesting to you, click it to explore more.

☆ Occupational Health and Safety Specialists	85%
☆ Industrial Production Managers	84%

Explore Careers

Learn more about this career in your particular area by exploring the different graphs.

+

Will this career grow faster than other careers in the local area?

☆ INDUSTRIAL PRODUCTION MANAGERS

Plan, direct, or coordinate the work activities and resources necessary for manufacturing products in accordance with cost, quality, and quantity specifications.

Growth Potential

22

Top 5 Hiring Industries

- Manufacturing
- Management of companies and enterprises
- Wholesale trade
- Self-employed workers
- Professional, scientific, and technical services

Education Required vs. Annual Salary (rank of 100)

Work Experience Needed

Employed Locally

Does this career pay well considering the education it requires?

Watch a video on related occupations:

- 11-3051.00 [Industrial Production Managers](#)
- 11-3051.01 [Quality Control Systems Managers - NEW!](#)
- 11-3051.02 [Geothermal Production Managers - NEW!](#)
- 11-3051.04 [Biomass Power Plant Managers - NEW!](#)

Job Postings:

- [Industrial Production Managers in Coweta County, GA](#)

Check out real-time job postings in your area for this occupation.

How many people have this job in my area?

Watch videos related to this career or similar specialties.

If you like this career, and think you may be interested in learning more about it or pursuing it in the future, click the **star** to bookmark it. Click the **“+”** (see picture above) to learn about the most important job requirements, top activities done on the job, and more.

INTERESTS
EXPLORE
COMPARE
TOP-20
EDUCATION

Field: Production Speciality: Industrial Occupation: Industrial Production Managers

Geographic Focus: Coweta County, GA

☆

☆ INDUSTRIAL PRODUCTION MANAGERS

Plan, direct, or coordinate the work activities and resources necessary for manufacturing products in accordance with cost, quality, and quantity specifications.

Top 5 Important Job Requirements

Important

- Leadership
- Dependable / High Integrity
- Detail Oriented
- Taking Initiative / Enterprising
- Competitive Achievement

High Proficiency

- Decision Making
- Teamwork
- Managing & Training Others

Knowledge Areas

Important

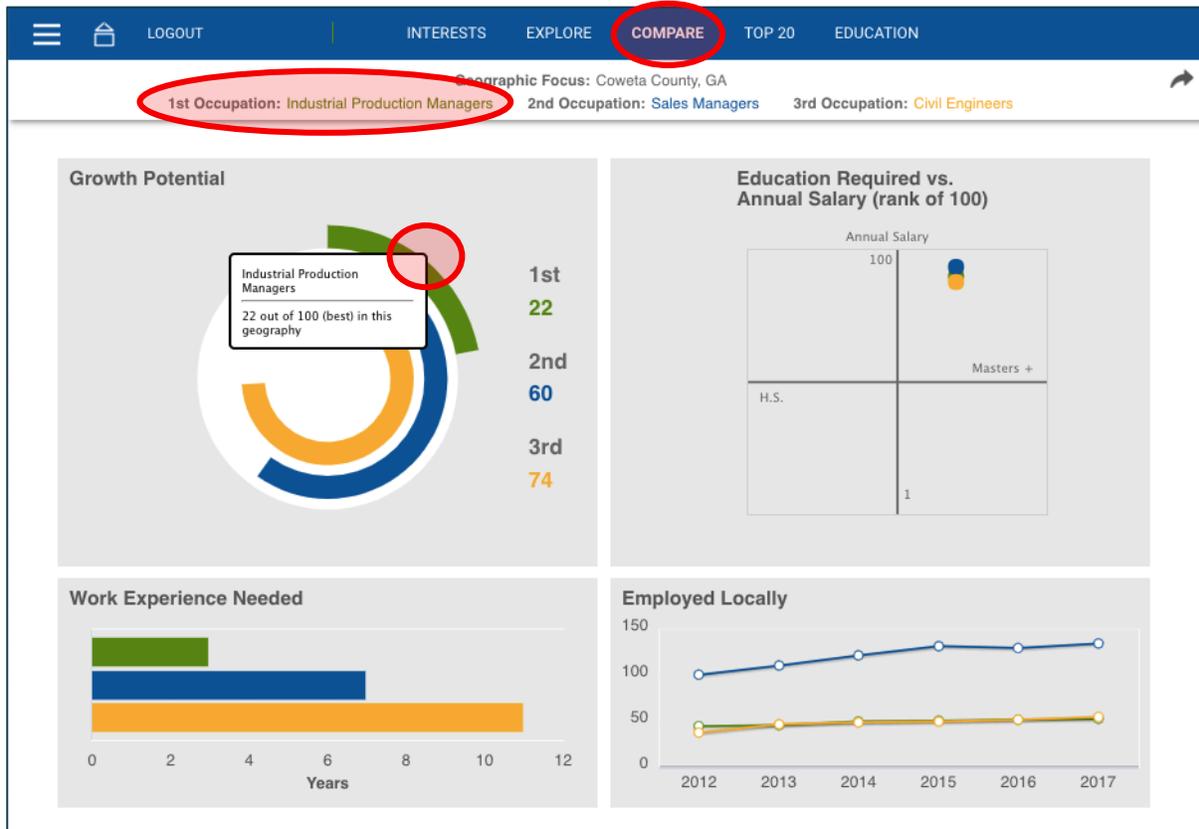
- Production and Processing
- Administration and Management
- Customer and Personal Service
- Personnel and Human Resources
- Mathematics

Top 5 Most Important Work Activities

- Making Decisions and Solving Problems
- Communicating with Supervisors, Peers, or Subordinates
- Getting Information
- Guiding, Directing, and Motivating Subordinates
- Resolving Conflicts and Negotiating with Others

Compare Careers

Once you have starred your top three favorite careers, you can begin comparing career data by clicking “Compare” in the menu bar. You may star more than three careers, but you must star at least three to begin comparing.



Each color in the graph corresponds to the color of the occupation in your settings bar at the top of the page. You can also click into the settings bar to change one of your favorite occupations and compare different careers. Hover over each career’s data in a graph to get more information.

Learn about Top Careers

Click "Top 20" in the menu bar to see the top 20 jobs in your area. Jobs listed will take your profile into account, displayed in the settings bar underneath the menu bar.

The screenshot shows a navigation menu with 'TOP 20' circled in red. Below the menu, a settings bar displays 'Geographic Focus: Coweta County, GA', 'Career Interest: Agriculture, Architecture, Back Office, Business, Communications, Computer, Cons...', and 'Education Level: Bachelor...'. A red arrow points from the 'TOP 20' menu item to the settings bar. Below the settings bar, three filter icons are shown: 'Highest Job Growth Rate', 'Most Job Openings', and 'Highest Average Salary'. A red arrow points from a text box to these icons. A table titled 'Total % Growth, 2017-2027' lists seven careers with their respective growth percentages and horizontal bar charts. A red arrow points from a text box to the star icons in the first column of the table.

Change your location, career interest, and education level in the settings bar to see a different list of jobs.

Click on of the three icons here to see the careers growing the fastest, with the most job openings, and with the highest salaries in your area.

Don't forget to star jobs you're interested in.

	Total % Growth, 2017-2027	
★ Sales Engineers	42%	<div style="width: 42%;"></div>
★ Operations Research Analysts	40%	<div style="width: 40%;"></div>
☆ Medical and Health Services Manage...	40%	<div style="width: 40%;"></div>
☆ Medical and Clinical Laboratory Tech...	38%	<div style="width: 38%;"></div>
☆ Dietitians and Nutritionists	37%	<div style="width: 37%;"></div>
★ Computer Network Architects	36%	<div style="width: 36%;"></div>

Find Education

Click "Education" in the menu bar to find suitable education programs for your chosen occupation at schools in your area.

The screenshot shows a website interface with a blue navigation bar at the top. The navigation bar includes a menu icon, a home icon, and the text "LOGOUT". To the right of "LOGOUT" are several menu items: "INTERESTS", "EXPLORE", "COMPARE", "TOP 20", and "EDUCATION". The "EDUCATION" item is circled in red. Below the navigation bar, there is a header section with "Geographic Focus: Three Rivers Region" and "Occupation: Industrial Production Managers". Below this is a sub-header that says "Bookmark programs that interest you, or click a program to visit school page." The main content area displays a list of programs under the heading "SOUTHERN CRESCENT TECHNICAL COLLEGE". The programs listed are: "Welding and Joining Technician (Diploma)", "Vertical Shielded Metal Arc Welder Fabricator (Certificate)", "Programmable Control Technician (Certificate)", "Photovoltaic Systems Installation and Repair Technician (Certificate)", "Mill Operator (Certificate)", "Machine Tool Technology (Diploma)", "Lathe Operator (Certificate)", and "Industrial Systems Technology (Diploma)". Below the list is a map of the Atlanta, Georgia area. The map shows several red location pins. A callout box points to the map with the text "The map shows you the locations of the schools listed above." The browser's address bar at the bottom shows the URL "sctech.edu/.../industrial-motor-control-technician-t...".

Click a program name to learn more about it.

Change your location or occupations to see different education programs.

You can scroll to see different schools in your area and the programs they offer.

Don't forget to star your favorite programs!

The map shows you the locations of the schools listed above.

View Your Bookmarked Careers & Education

Click the three lines in the top righthand corner of the page to see your favorites. Here you can see all occupations and education programs you have selected.

BOOKMARKS

FAVORITE CAREERS

Industrial Production Managers	X
Sales Managers	X
Civil Engineers	X
Construction Managers	X
Industrial Engineers	X
Environmental Engineers	X
Mechanical Engineers	X

EDUCATIONAL PROGRAMS

Industrial Machining Technician / West Georgia Technical College	X
Industrial Maintenance Technician / West Georgia Technical College	X
Manufacturing Maintenance Technician / West Georgia Technical College	X
Electrical Systems Technology (Diploma) / Southern Crescent Technical Coll...	X
General Maintenance Mechanic (Certificate) / Southern Crescent Technical ...	X
Industrial Systems Technology (Degree) / Southern Crescent Technical Colle...	X

Click the "x" to remove a career or education program from your favorites list.

Questions or Feedback?

We hope this guide was helpful for you! If you have questions about our website, or feedback in general, please reach out to us at:

feedback@headlightdata.com

Thank you for using our Headlight Data product!



HEADLIGHT DATA
Visualize / Discover / Decide

www.headlightdata.com