## CONTENTS

EDITOR'S INTRODUCTION vii

PREFACE ix

## CHAPTER ONE: VOCATIONAL GUIDANCE: PAST, PRESENT, AND FUTURE 3

Definitions • Some Historical Observations • Treatment or Stimulus • Vocational Guidance and Education • Interrelationships Between Education, Vocational Guidance, and Society • A Systems Approach • Plan of the Book • Summary

## CHAPTER TWO: THE INGREDIENTS OF CAREER/VOCATIONAL DEVELOPMENT 25

Vocationalization • Approaches to Vocational Development • Reprise • Summary

## CHAPTER THREE: THE AMERICAN OCCUPATIONAL STRUCTURE 64

The Changing Scene • Relation of Occupational Structure to Vocational Guidance • Occupation Classification Systems • Summary

## CHAPTER FOUR: THE CONSUMERS OF VOCATIONAL GUIDANCE 84

Heterogeneity but Same Basic Needs • Minority Groups • Summary

## CHAPTER FIVE: FORMULATING OBJECTIVES FOR VOCATIONAL GUIDANCE 99

Vocational Maturity • Developmental Tasks • Current Research Pertinent to Vocationalization • Approaches to Writing Objectives • A Sample of Program and Behavioral Descriptions Combined • Objectives and Vocational Guidance as Treatment • Summary

## CHAPTER SIX: VOCATIONAL GUIDANCE, VOCATIONALIZATION, AND THE ELEMENTARY SCHOOL 143

Principles of Vocational Guidance • Mandates of Vocational Guidance • Strategies of Vocational Guidance • Sequencing Vocational Guidance Experiences • Behavioral Descriptions • Summary

# CHAPTER SEVEN: VOCATIONAL GUIDANCE, VOCATIONALIZATION, AND THE JUNIOR HIGH SCHOOL 163

Characteristics of Youth in Transition • Sex Differences • Differences in Maturity • A Time for Early School Leaving • Vocational Guidance Strategies • Vocational Guidance Strategies for Decision Making and Problem Solving • Simulation as a Vocational Guidance Strategy • Information Retrieval • Vocational Guidance Strategies and Work • Vocational Education • Staffing for Vocational Guidance • Summary

## CHAPTER EIGHT: VOCATIONAL GUIDANCE, VOCATIONALIZATION, AND THE SENIOR HIGH SCHOOL 192

Vocationalization, Vocational Guidance, and Vocational Education • Vocational Education and Handicapped Students • Vocational Education for Minority-Group or Disadvantaged Youth • Vocationalization and General Education • Vocational Guidance Strategies to Foster Decision Making • Vocational Resource Centers and Conferences • Placement • Summary

## CHAPTER NINE: HELPING STRATEGIES IN VOCATIONAL GUIDANCE 221

Individual Counseling • Group Processes • Environmental Treatment • Summary

## CHAPTER TEN: ASSESSMENT AND EVALUATION IN VOCATIONAL GUIDANCE 250

Prediction • Discrimination • Monitoring • Evaluation • Summary

## CHAPTER ELEVEN: INFORMATION IN VOCATIONAL GUIDANCE 278

Principles for Using Information Effectively • Types of Delivery Systems • Occupational Information in the Elementary School • Opportunities for Dropout and Terminal Students • Summary

## CHAPTER TWELVE: COOPERATIVE EFFORTS IN VOCATIONAL GUIDANCE 308

Some Factors Spurring Cooperative Effort • Planning for Coordination and Cooperation • State-Level Leadership in Vocational Guidance • Teachers • The School Counselor • The Employment Service Counselor • The Rehabilitation Counselor • Business and Industry Personnel • The Guidance Paraprofessional • Summary

## CHAPTER THIRTEEN: BRINGING ABOUT CHANGE IN THE SCHOOLS 333

Change from Within Versus Change from Without • General Principles and Strategies of Change • Overcoming Resistance to Change • Inaugurating a Systems Approach