	Relevant Data Sources	Things to Look For	Helpful Hints
Step 1: Work with your students to determine what career they may be interested pursuing. Focus on student's skills, interests, and abilities to determine fit.	• Assessment data • Teacher observation • Student input • Competitive Integrated Employment Quick Guide • Competitive Integrated Employment Toolkit	• Values or beliefs about what is important or desirable • Interests • Skills- what he/she likes to do and/or is good at	• What is your most/least favorite subject in school and why? • Do you prefer to work alone or in small groups? • What career do you picture yourself in?
Step 2: Identify real-time labor market trends	• Occupational Employment Statistics (OES) • Occupational Outlook Handbook (OOH) • Bureau of Labor Statistics	• Job posting volume by occupation • Education and experience requirements • Occupational employment over the previous decade • Occupational employment by industry • Outlook for future employment growth	• Compare real-time data to traditional employment projections • Determine what industries are viable in a particular location
Step 3: Match interests/aptitudes, skills, values, etc. with occupations	• Career One-Stop's Interest Inventory • O*Net Mini Interest Profiler • Online Values Assessment	• Technical skills • Soft skills • Areas for further development	• Use O*Net's skills matcher to match skills with various occupations • Use information from O*Net's 6 core work values
Step 4: Determine necessary postsecondary education/training requirements (where applicable)	• Integrated Postsecondary Education Data System • Postsecondary Education Toolkit	• Program graduates by occupation Program graduates by education level	• Consider outside resources such as local VR for supports after high school
Helpful Hints			
Step 5: Work with employers to verify demand	• Find employers through local resources (i.e., chambers of commerce or workforce development boards) • Invite employers to advisory committees, focus groups, etc. • Discuss employer specific skills needs and challenges.		

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Using LMI with Students

What is Labor Market Information?

Labor market information (LMI) includes all quantitative or qualitative data and analysis related to employment and the workforce. The goal of LMI is to help customers make informed plans, choices, and decisions for a variety of purposes, including business investment decision making, career planning and preparation, education and training offerings, job search opportunities, hiring, and public or private workforce investments.

Popular Uses of Labor Market Information

• Career exploration and discovery

• Workforce planning

• Program and curriculum development

• Policy planning and implementation

• Economic development activities

What Educators Need to Know about Labor Market Information (LMI)

Labor market information is composed of three primary types of data: **economic, demographic**, and **education**. Combined, these pieces of data can be used to tell a story about a particular economy, predict future workforce supply and demand, or be used to answer a variety of specific labor market questions

Economic:
- Unemployment rate
- Employment data
- Salary/wages
- Demand projections

Demographic:
- **Population** i.e. age, race, and education level.
- **Economic** i.e. median household income, poverty level, and labor force participation rate. (Economic demographic data relates to the economics of people, while the economic data mentioned in the previous section refers to the economy in general.)
- **Housing** i.e. number of households, median home value, and the percent of people who rent versus own their home.
- **Social** i.e. number of people who have disabilities, the number of people who are foreign born, and the number of people for whom English is not their first language.

Education:
- Number of degrees and certificates awarded by training and postsecondary institutions
- This higher education data can be used to see how many people are graduating in certain fields, and if colleges and training institutions in a particular region are meeting the needs of employers.

Key LMI Data Elements

In its most basic form, a labor market information system begins with quantitative data elements collected, organized, and analyzed in ways that measure and assess the:

- Size and characteristics of the labor market, including the demand for and supply of labor and its intersection
- Factors that influence labor market and economic conditions
- Industry and occupational characteristics of the work being done
- Capacity and immediate results from education, training, and job placement
- Combination of data sets to describe the workforce by industry, occupation, or educational attainment

To these, a labor market information system adds qualitative information about:

- Factors that influence labor market and economic conditions
- Trends in the economy and workforce
- Needs and expectations of industries
- Perceived value of education and certificate programs (existing and proposed)

Users	Questions LMI Can Answer
Educators, Counselors, Training Providers	- What is the outlook for job opportunities in my area? What's growing? Declining? - What training should I offer to prepare students for current and future jobs? - What training programs do others offer in my area? - What careers offer the best prospects for students? For adults who are retraining?
Students, Jobseekers, Workers	- What industries and occupations are growing in my area? - How much do different occupations pay? - Which careers match my skills? - What are the job openings in my area? What are the hot jobs? - What education, training, and credentials are needed for specific careers?

Resources

- **Bureau of Labor Statistics (BLS)** (https://www.bls.gov/data) is a division of the United States Department of Labor that provides the most comprehensive LMI data available on the web.

- **O*Net Online** (https://www.onetonline.org/) is the most popular and comprehensive labor market data website specifically designed for career exploration. Visitors to the website can research various occupations by name, keyword, skills and abilities, and interests.

- **Career One-Stop** (https://www.careeronestop.org) is a website sponsored by the U.S. Department of Labor that provides career exploration and job information. In addition to offering online tools for career exploration like O*Net Online, this website also provides information on where to obtain education and training for occupations, as well as job search information and tips for writing resumes, cover letters, and networking.

- **Salary.com** (www.salary.com) provides salary information based on keyword searches for a particular location.

- **Glassdoor** (www.glassdoor.com) provides information on specific organizations; users are able to learn more about a company's pay scale, interview practices, benefits, and a variety of other opinions from current and former employees.

- **Occupational Outlook Handbook (OOH)** (https://www.bls.gov/ooh/home.htm?view_full) The OOH can help you find career information on duties, education and training, pay, and outlook for hundreds of occupations.

- **Online Values Assessments:**
  - **Career One-Stop's Interest Inventory** (https://www.careeronestop.org/toolkit/careers/intinter-assessment.aspx) is a 30 question assessment that determines how much interest a student has in different activities to create an interest profile. This will generate a list of careers that are good matches for the student's unique interest profile.
  - **O*Net Mini Interest Profiler (**https://www.onetcenter.org/IP.html#overview) is a family of self-assessment career exploration tools that can help students discover the type of work activities and occupations that they would like and find exciting.

Students identify and learn about broad interest areas most relevant to themselves. They can use their interest results to explore the world of work.

- o **Online Values Assessment** (https://www.vawizard.org/wizard/assessment-combined) is an online assessment that determines Career Interest & Work Values. There are two parts of this career assessment; the first part asks what you're interested in, and the second part asks what you need from a job or work environment.

- **Occupational Employment Statistics (OES)** (https://www.bls.gov/oes) produces employment and wage estimates annually for over 800 occupations. These estimates are available for the nation as a whole, for individual states, and for metropolitan and nonmetropolitan areas; national occupational estimates for specific industries are also available

- **Integrated Postsecondary Ed Data System** (https://nces.ed.gov/ipeds/) gathers information from every college, university, and technical and vocational institution that participates in the federal student financial aid programs on admissions, enrollment, degrees conferred, student retention and success, institutional resources, and tuition and fees.

- **Explore VR** (https://www.explorevr.org/toolkits/labor-market-information) provides an overview of Labor Market Information for Vocational Rehabilitation services as well as LMI specific to youth (https://www.explorevr.org/content/labor-market-information-youth).

- **The Workforce Innovation Technical Assistance Center (WINTAC)** (http://www.wintac.org/topic-areas/tci-plus-lmi/lmi-recourses/models-and-structures) provides a variety of LMI resources including models that are being implemented in different states.