



Workforce Issuance

100 DCS 02.143

☐ Policy ☒ Information

To: Chief Elected Officials
MassHire Workforce Board Chairs
MassHire Workforce Board Directors
MassHire Career Center Directors
MassHire Fiscal Officers
MDCS Operations Managers

cc: WIOA State Partners

From: Diane Hurley, Interim Director
MassHire Department of Career Services

Date: June 30, 2022

Subject: **MassHire Career Information System Adult Website Upgrade on July 1, 2022**

Purpose: To notify Local MassHire Workforce Boards, MassHire Career Center Operators and other local workforce partners that MassHire Career Information System is being upgraded to MassHire Career Information Systems 360 (CIS 360) on July 1, 2022. The adult / job seeker site will be updated at this time.

Background: MassHire Career Information System is being upgraded to MassHire Career Information Systems 360 (CIS 360) on July 1, 2022. The adult / job seeker site will be updated. The MassHire Career Information System College / High School and Middle School editions will be converted and updated January 1, 2023, to allow the school systems using the system to convert their data and reporting.

MassHire CIS 360 offers a new and engaging way to deliver career and education information that is localized, current, and relevant for users at all stages of their career development. The intuitive platform guides users through customized Career Plans, offers a personal dashboard that saves favorites, displays results and data in a highly visual format, and allows for a seamless pathway exploration between careers, programs of study, schools, and scholarships. MassHire CIS 360 empowers informed decision-making by providing low-barrier access to the most

up-to-date available labor market information (openings, salary, growth projections) and postsecondary performance data (placement rates, starting salary, average loan debt).

MDCS holds the Massachusetts license for the Career Information System (CIS), a comprehensive, interactive system developed by intoCareers, a division of the College of Education at the University of Oregon. Thousands of schools, state agencies, and individuals throughout the United States use CIS products. MDCS provides the occupational and school information for Massachusetts.

Over the past 50 years, the University of Oregon has supported the development of the Career Information System (CIS). CIS is a computerized career information and guidance system designed to deliver career assessments and high-quality national and localized information about occupations, employment, education, and training to students and adults.

CIS supports lifelong career planning and promotes career self-reliance. CIS components encourage self-assessment, exploration, goal-setting, decision-making, and a planned job search. It is an essential, proactive, and participatory resource for job seeker assistance, vocational rehabilitation, life planning, career one-stops, and other adult career development programs. CIS encourages career self-management throughout one's life.

It contains recent labor market information, career information, school information / courses of study and the most current wages available.

CIS is updated and enhanced year-round.

Within the MassHire Career Information System, many components are available in English and Spanish.

MassHire CIS is copyrighted by intoCareers and MDCS. Internal use by an organization and/or personal use by an individual for non-commercial purposes is permissible. All other uses require the prior authorization of the copyright owner(s).

Action

Requested: Local MassHire Workforce Boards, MassHire Career Center Operators, and workforce partners should ensure that their staff are aware of the MassHire Career Information System upgrade to MassHire Career Information Systems 360 (CIS 360) on July 1, 2022. The adult / job seeker site will be updated at this time. Trainings on the improved MH CIS 360 will be provided shortly.

Note: Users have the option of continuing with the former version of MassHire CIS. Refer to instructions attached.

Effective: Immediately

Inquiries: Please email all questions to Karen.Yeretsian@MassMail.State.Ma.US . Please reference this MassWorkforce Issuance number in your inquiry.

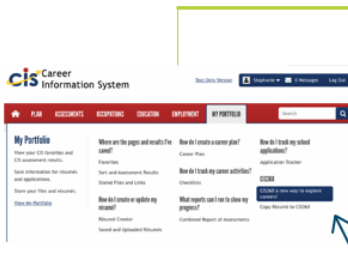
Description of changes to MassHire Career Information System 360

Note: Users have the option of continuing with the former version of MassHire CIS.

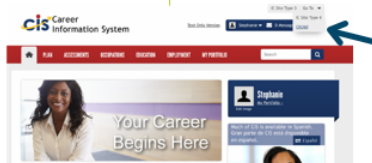
See instructions below.

Access MassHire CIS 360 with existing account

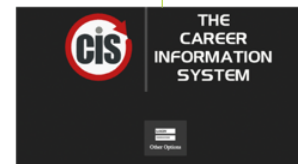
OPTIONS



Log into CIS to access CIS 360 via the "My Portfolio" tab.



Switch between the new CIS 360 and Enterprise CIS using the drop down.



Login directly to CIS 360 with your existing username and password.

Mass Hire Career Information System 360
Adult / Job Seeker Version
Effective July 1, 2022

A New Way to Explore Careers

MassHire CIS 360



[Self-Surveys](#) [Career Plan](#) [My Dashboard](#) [Careers](#) [Education](#) [Employment](#)

Learn About Yourself

One of the best ways to explore careers is to understand more about yourself. Answer questions to discover your interests, values, likes and dislikes. Use these tools to discover a career you will enjoy!



Career Cluster Inventory



Find out which career clusters match your interests.

CCI Quick Pic



Use images to help you find career clusters that match your interests.

Entrepreneurial Assessment



See if self-employment is a good fit for you.

Interest Profiler



Discover work areas that match your interests.

Learning Styles Survey



Identify the ways that you learn best.

Occupation Sort



Learn more about your work preferences.

Reality Check



Find out how much money you need for the lifestyle you desire.

Work Importance Locator




Prioritize your workplace needs and values.

Workplace Employability Skills



Evaluate your employability skills.

Careers Area of MassHire CIS 360



MassHire Career Information System

English ▾ Anita ▾

My DashboardSelf-SurveysCareer PlanCareersEducationEmployment

Explore Careers

There is a lot to consider when thinking about your future career. Explore different careers. Learn what people do, how much they earn, and how to prepare for a career. The more you know, the better career decisions you will make!

Careers

Learn about job tasks, pay, education and more!


Military Careers

Learn about military careers.

TOP (Training Opportunity Program)

Collect unemployment benefits while attending full-time, approved training for new job skills.

Employment Area of MassHire CIS 360



MassHire Career Information System

English ▾ Anita ▾

My DashboardSelf-SurveysCareer PlanCareersEducationEmployment

Employment

Your resume and cover letter work together to make you stand out to potential employers. They are key to a successful job search. But, taking a lot of information and condensing it into a format that is eye-catching and easy to read can be daunting. When you use the resume and cover letter builders, creating professional job search tools can be fun, rewarding, and easier than you think!

Resume

Create your resume to highlight your education and experiences.

Cover Letter

Create a custom cover letter to make your application stand out.

MassHire JobQuest

Free online service through MassHire to search jobs.

In Spanish

Reanudar

Cree su curriculum para resaltar su educación y experiencia.

Carta de Presentación

Cree una carta de presentación personalizada para que su aplicación se destaque.

Búsqueda de Trabajo de MassHire

Servicio gratuito en línea a través de Masshire para buscar empleos.

Education Area of MassHire CIS 360

**MassHire Career Information System**

English ▾

My DashboardSelf-SurveysCareer PlanCareersEducationEmployment

Explore Education

There is a lot to consider when thinking about your education. Learn about training and school options. Find scholarships and financial aid. The more you know, the better education decisions you will make.





**Programs of Study**
Learn about programs of study.

**Schools**
Learn about schools and training, how to prepare and apply.

**Scholarships**
Learn about opportunities that may help you pay for school.

Interest Profiler Assessment in Spanish

**MassHire Career Information System**

Español ▾

My DashboardSelf-SurveysCareer PlanCareersEducationEmployment

Interest Profiler


El Interest Profiler lo ayuda a identificar sus intereses y cómo se relacionan con las carreras que tal vez desee explorar. ¡Conectar intereses con carreras es una forma de encontrar una carrera que disfrutará!


Instrucciones:


- Tiempo para completar: entre 5 y 10 minutos
- Número de ítems: 60
- Cada declaración describe diferentes actividades relacionadas con las carreras.
- Califica cuánto te gusta o no te gusta la actividad.


Opciones:


Las opciones de respuesta son:

**Me gusta mucho**

**Me gusta**

**No estoy seguro**

**No me gusta**

**No me gusta mucho**

Comienza

Mass Hire Career Information System 360
High School Version
Effective January 1, 2023

A New Way to Explore Careers

MassHire CIS 360



[My Dashboard](#) [Career Plan](#) [Self-Surveys](#) [Careers](#) [Education](#) [Resume](#)

Learn About Yourself

One of the best ways to explore careers is to understand more about yourself. Answer questions to discover your interests, values, likes and dislikes. Use these tools to discover a career you will enjoy!



Career Cluster Inventory



Find out which career clusters match your interests.

CCI Quick Pic



Use images to help you find career clusters that match your interests.

Entrepreneurial Assessment



See if self-employment is a good fit for you.

Interest Profiler



Discover work areas that match your interests.

Learning Styles Survey



Identify the ways that you learn best.

Occupation Sort



Learn more about your work preferences.

Reality Check



Find out how much money you need for the lifestyle you desire.

Work Importance Locator



Prioritize your workplace needs and values.

Workplace Employability Skills Jr



Evaluate your employability skills.

Mass Hire Career Information System 360

Junior Version

Effective January 1, 2023

A New Way to Explore Careers

MassHire CIS 360



[My Dashboard](#) [Career Plan](#) [Self-Surveys](#) [Careers](#) [Resume](#)

Learn About Yourself

One of the best ways to explore careers is to understand more about yourself. Answer questions to discover your interests, values, likes and dislikes. Use these tools to discover a career you will enjoy!

CCI Quick Pic 

Use images to help you find career clusters that match your interests.

Interest Profiler Mini 

Discover work areas that match your interests.

Learning Styles Survey 

Identify the ways that you learn best.

Reality Check 

Find out how much money you need for the lifestyle you desire.

Workplace Employability Skills Jr 

Evaluate your employability skills.

Career Center User Names and Passwords for MassHire Career Information Systems

<u>Career Center</u>	<u>User Name</u>	<u>Password</u>
Attleboro Career Center	attleborocc	attleboro
Berkshire Career Center (Pittsfield)	pittsfieldcc	pittsfield
Boston Career Center	careerlink	harrison
Brockton Career Center	brocktoncc	brockton
Cambridge Career Center	cambridgecc	cambridge
Chelsea Career Center	chelseacc	chelsea
Fall River Career Center	fallriver	fallriver
	fallrivercc	fallriver
Framingham Career Center	FraminghamCC	Framingham
Franklin/Hampshire Career Center (Greenfield)	greenfield	greenfield
	greenfieldcc	greenfield
Franklin/Hampshire Career Center (North Quabbin/Orange)	nqcc	nqcc
Gloucester Career Center	gloucestercc	gloucester
Haverhill Career Center	haverhillcc	haverhill
Holyoke Career Center	holyokecc	holyoke
Hyannis Career Center	hyanniscc	hyannis
Lawrence Career Center	lawrencecc	lawrence
Leominster Career Center	leominstercc	leominster
Lowell Career Center	lowellcc	lowell
Lynn Career Center	lynncc	lynn
New Bedford Career Center	newbedford	newbedford

Norwood Career Center	norwoodcc	norwood
Quincy Career Center	quincycc	quincy
Salem Career Center	salemcc	salem
Southbridge Career Center	southbridgecc	southbridge
Springfield Career Center	springfieldcc	springfield
Taunton Career Center	tauntoncc	taunton
Woburn Career Center	woburncc	woburn
Worcester Career Center	worcestercc	worcester

(Updated June 17, 2022)

<https://masscis.intocareers.org/default.aspx>