





# Let our Job & Career Resources meet you where you are with

## Discus - South Carolina's Virtual Library!

Use this resource...	...to access this information or tool
<p><b>Career Transitions</b></p> 	<ul style="list-style-type: none"> <li>• Resume and Cover Letter generator</li> <li>• Career Interest Assessment tool</li> <li>• Job Interview simulator</li> <li>• Search for jobs, internships, and apprenticeships</li> <li>• Explore career paths, and get tips and advice</li> </ul>
<p><b>Company Profiles</b></p>  <p>&amp; Business Source Premier</p>	<ul style="list-style-type: none"> <li>• Access over 10,000 MarketLine profiles on companies</li> <li>• Get company overview, key facts, business description, history, key employees, major products and services, revenue analysis, SWOT analysis</li> <li>• Over 2,300 journals and business publications</li> </ul>
<p><b>LEARN360</b></p> 	<ul style="list-style-type: none"> <li>• Search over 3,000 videos and video clips on:             <ul style="list-style-type: none"> <li>○ Career Exploration</li> <li>○ Career Fields</li> <li>○ Jobs Search Skills</li> <li>○ Job Success Skills</li> </ul> </li> </ul>
<p><b>LearningExpress Library</b></p> 	<ul style="list-style-type: none"> <li>• Use Career Preparation Center to:             <ul style="list-style-type: none"> <li>○ Learn about careers and building resumes</li> <li>○ Practice for the ASVAB and military tests</li> <li>○ Prepare for occupational exams</li> <li>○ Improve job search, interviewing, and network skills</li> <li>○ Prepare for WorkKeys Assessments</li> </ul> </li> <li>• Use Computer Skills Center to:             <ul style="list-style-type: none"> <li>○ Learn computer software and graphics tools for the workplace</li> </ul> </li> </ul>
<p><b>Small Business Reference Center</b></p> 	<ul style="list-style-type: none"> <li>• Search business periodicals and reference books</li> <li>• Learn about starting a company and creating a business plan</li> <li>• How-to videos for business owners on interviews, 'lessons learned' and business management</li> <li>• State-specific resources with demographic data and local information</li> </ul>