

Welcome to the California Occupational Guides

Accessible File Instructions and Additional Resources

Introduction

The California Occupational Guides provide information on more than 800 occupations. They combine general information with California-specific job market, school and licensing information. The Guides are designed to help students and job seekers make informed career choices.

This document is broken into three sections:

- The first section describes the layout and content of the Accessible Excel files. It explains how each file is organized and the best way to use them.
- The second section offers links to websites with additional resources (including in-person help) and answers to a set of frequently asked questions.
- The last section contains a glossary that defines the primary data values presented in the guides. It includes links to the official websites of the agencies that produce the data where users can find more information about the data presented.

Users should read the first section of this document before using the Excel files.

A copy of this document and the Excel files can be downloaded from the [Occupational Guides webpage](#) on the [Employment Development Department \(E.D.D.\) website](#).

Overview of the Occupational Guides

The information from the guide is split into five accessible Excel files. One file is set up to help users narrow the list of occupations. The other four split the information from the guides by topic.

The names and descriptions of each Excel file and the type of data they contain are as follows:

File Name	File Description
Accessible Occupational Guides – Select Occupations	The Occupational Guides includes a search function to help users find occupations. This file contains those functions. Use this Excel file first to narrow down the occupations you are interested in viewing. Then, use the occupation titles or occupation codes to quickly filter data in the subsequent accessible Excel files.

File Name	File Description
Accessible Occupational Guides – Job Market Data	This Excel file contains job market data. Job market data includes estimates for projected job openings and wages. Total projected openings is estimated for a ten-year period. The estimate is broken out into three categories. Exits count people leaving the workforce. Transfers count people changing occupations. Change in total jobs counts the increase or decrease in total positions. Wage estimates are given at three levels that cover the middle 50 percent of workers: twenty-fifth percentile, median, and seventy-fifth percentile.
Accessible Occupational Guides – Entry Path and Licensing Requirements	This Excel file contains entry path and licensing information. The entry path worksheet covers recommended education, prior work experience, on-the-job training, and whether licenses are needed to enter an occupation. The licensing requirements worksheets provides details on the individual licenses including the licensing agencies' contact information and general requirements.
Accessible Occupational Guides – Occupation Profile, Software, and Equipment	<p>This Excel file contains five worksheets with information from O-NET Online to help you understand what jobs in this occupation are like.</p> <p>The Job and Worker Characteristics worksheet shows which items ranked highest in a survey on eight topics about jobs or workers.</p> <p>The Common Tasks worksheet lists the top-rated descriptions of what workers do in this occupation.</p> <p>The Software Skills worksheet lists the top categories of software that workers use.</p> <p>The Tools and Equipment worksheet covers office equipment, machines and hand tools.</p> <p>The last tab contains active web links to the O-NET Online profile for that occupation.</p>
Accessible Occupational Guides – Education Overview and School Details	This Excel file contains details about the education providers that offer programs related to each occupation. It details the subjects of study, degree levels, program format, and school types for each school that offers a related program. Contact information including the school's address, telephone number, and active hyperlinks to schools' official websites are provided. The data is broken out by Local Area and can be filtered by county within each area.

Users are encouraged to start with the Accessible Occupational Guides – Select Occupations Excel file to identify the Occupation Titles and Occupation Codes they want to focus on. Filtering

California Occupational Guides Accessible File Instructions and Additional Resources

by Occupation Code in subsequent Accessible Excel files allows you to see data relevant to your occupations of interest.

Each Excel file contains specific instructions for filtering and navigating the contents. The following sections provide a more detailed description of their contents.

Accessible Occupational Guides – Select Occupations Excel File

Use this Excel file to narrow down the occupations you wish to view based on areas of interest. There are three worksheets in this file:

1. User Instructions
2. Occupation Filters
3. Search by Job Titles

Occupation Filters Worksheet

The Occupation Filters worksheet contains 9 columns. The first 6 columns can be used to narrow down the Occupation list. The last 3 columns contain the Occupation Title, Occupation Description, and Occupation Code.

Column Name	Description
Local Area (Filter)	Each local area includes one or more counties. The counties in each local area are listed after the area name. The job market data is provided at the statewide and local area levels. Use this column to focus the job market filters on data for your local area.
Recommended Education (Filter)	Each occupation has a typical education level needed for entry. There are 7 levels of education: None Required, High School/G.E.D., Certificate/Non-Degree, Associate's, Bachelor's, Master's, and Doctorate/Professional.
Prior Work Experience (Filter)	Each occupation is assigned a level of prior work experience that is typically required. Occupations are coded with one of three levels: None, Less than 5 years, or 5 years or more.
10 Year Job Outlook (Filter)	Each occupation is assigned an outlook category based on 10-year projections produced by the E.D.D. You can narrow your search by looking at occupations marked Bright Outlook Only, add in jobs marked Average, or keep all jobs. Note that some occupations do not have projections information in every local area and are marked "Outlook not available."
Median Hourly Wage for Local Area (Filter)	The median hourly wage for each occupation is estimated by local area. Use this filter to set a range. Note that hourly wages are not available for all occupations in all areas. Users specifically interested in K-12 teaching jobs should not use this filter as teaching salaries are not converted to hourly estimates.
Occupation Group (Filter)	Occupations are broadly classified into 22 occupation groups. Use this filter to focus on one of these groups.
Occupation Title (Result)	This column contains the titles of occupations that met your filter criteria.

Column Name	Description
Occupation Description (Result)	This column provides a description of the occupation that you can review to decide if you want to explore it further.
Occupation Code (Result)	Each occupation is assigned a unique 6-digit code. This code can be found in the first column of each worksheet in the other excel files so you can use it to filter them.

Search by Job Title Worksheet

Occupation titles are not the same as job titles. Each occupation groups a set of related jobs together. If you have specific job titles in mind, use the Search by Job Title worksheet to find out which Occupation it falls under.

Column Name	Description
Job Title (Filter)	This column lists several common job titles for each occupation. Enter all or part of a keyword in the search option of the column filter to look for the occupation that matches the job you have in mind.
Occupation Title (Result)	This column contains the titles of occupations that met your filter criteria.
Occupation Description (Result)	This column provides a description of the occupation that you can review to confirm it is the occupation for the job you are searching for.
Occupation Code (Result)	Each occupation is assigned a unique 6-digit code. This code can be found in the first column of each worksheet in the other excel files so you can use it to filter them.

Accessible Occupational Guides – Job Market Data Excel File

Use this Excel file to view job market data for your occupations of interest. This file has 17 worksheets. The first contains user instructions. The rest of the worksheets provide area specific versions of the data. A statewide version is offered first, followed by one for each of the 15 local areas. Use the internal hyperlinks on the instructions page to go to a specific local area's data.

Note that some occupations may have omitted projected openings and/or wage data. Please refer to the Projected Openings Note and/or Hourly Wage Note columns for explanations of why the data is not available.

Accessible Occupational Guides – Entry Path and Licensing Requirements Excel File

Use this Excel file to view entry and licensing data for your occupations of interest. There are three worksheets in this file.

Worksheet	Description
User Instructions	This first worksheet introduces the contents in this Excel file. This worksheet does not contain data.
Entry Path	This worksheet provides general information about the preparation workers need including education, work experience, and on-the-job training. It also contains an indicator about occupational license requirements. In some cases, a license is required for all workers. Other occupations only require a license for workers in specific roles or industries. This worksheet will help you find out if you should look at the details on the next worksheet.
Licensing Requirements	Some occupations require workers to obtain a license to work in that profession. Teaching credentials and contractor's licenses are two examples. Use this worksheet to get details about occupational licenses including name and contact information for the agency that issues the license, education or experience requirements, and whether there is an exam.

Accessible Occupational Guides – Occupation Profile, Software, and Equipment Excel File

Each person wants different things out of a career. Do you value independence or teamwork? Do you have a knack for working with your hands? Are you good at problem solving? Use this Excel file to see how workers and managers described your occupations of interest in a government survey. This Excel file has 6 worksheets.

Worksheet	Description
User Instructions	This first worksheet introduces the contents in this Excel file. This worksheet does not contain data.
Job and Worker Characteristics	O-NET collects information about jobs on eight different scales. This worksheet describes the background, values, and interests common in workers in that occupation.
Common Tasks	This worksheet describes what workers are doing in these occupations. They are the types of statements you might find in a job description.
Technology and Software	This worksheet details the types of technology and computer software used in the occupation. Each item lists the top software types by category. Categories that are in demand for the occupation are denoted with [Hot Tech]. To see specific software programs, use the Active U.R.L.s to O-NET Profile worksheet to go to the O-NET website.
Tools and Equipment	This worksheet focuses on the types of tools and equipment you would use in the occupation. Each item lists the top category. To see specific tools and equipment, use the Active U.R.L.s to O-NET Profile worksheet to go to the O-NET website.
Active U.R.L.s to O-NET Profile	This worksheet contains active hyperlinks to the O-NET Online occupational profiles for each occupation. The O-NET profiles contain additional details about the information in this file that can be viewed and printed as a webpage.

Accessible Occupational Guides – Education Overview and School Details Excel File

Use this Excel file to find education providers in your Local Area. Some occupations will have multiple schools and programs, others will not. If there are no education providers listed, the subject of study column will indicate why. It will tell you if the occupation requires only a high school education, no education at all, or if there are no programs available locally or statewide.

If there is no program in your local area, or you are specifically looking for programs that can be completed fully online, you can use the Program Format column to filter out programs that require on campus attendance. You can also check for programs in other local areas.

This file has 16 worksheets. The first worksheet is User Instructions with quick links to the following 15 worksheets. The rest of the worksheets provide details for the education providers in that local area. You can further filter the data using the columns listed below.

Filter	Description
Program Subject of Study	<p>The subject of study is a system that organizes all college programs into consistent categories. You can use this column as informational, or you can filter it to focus your results.</p> <p>This column contains the explanation for occupations that do not have matching educational programs</p>
Degree Level	<p>This column allows you to filter the list of schools based on the degree level you are interested in. The choices are: Certificate/Non-degree Award, Associate's degrees, Bachelor's degrees, Master's/Graduate Certificates, and Doctorate/Professional degrees.</p>
Program Format	<p>Many schools offer online courses or fully virtual degrees. This column is focused on whether the degree can be completed entirely via distance education. Choose between: Fully Online (all programs virtual), Virtual Programs Available (at least one program is virtual), or On Campus (no program fully virtual).</p>
School Type	<p>Each school is categorized in two ways. First, whether the school is private for-profit, private not-for-profit, local government, or one of the state school systems. Second, it will indicate the degree levels offered from certificates only through graduate school.</p>
County	<p>To focus your search on specific counties within a local area, use this filter.</p>
School Name	<p>If you want to see what programs are available at specific schools, you can use this column to filter your results.</p>
Main School Address	<p>Additional school information. This column contains the address of the school's main campus.</p>
Telephone	<p>Additional school information. Use this column to find the school's main phone number.</p>
School Website (active U.R.L)	<p>This column contains active hyperlinks to the school's website that you can use to learn additional information.</p>

General Information

Links to Additional Resources

These links are provided for your convenience and do not constitute an endorsement by the E.D.D. These active hyperlinks can connect you to other government agencies and organizations that can help in your search.

Organization Website (active U.R.L.)	Description
CA Department of Education, High School Equivalency Tests	Find reputable, free local or online test preparation programs to get your High School Equivalent degree. Learn more about the tests.
CA Department of Industrial Relations, Find an Apprenticeship CA	Search available programs in California by county and occupation.
CA Employment Development Department, CalJOBS	Search for jobs, build resumes, and learn about workshops and career events in your area.
Career One Stop, Explore Careers	Use the Explore Careers options to access self-assessment tools, watch videos about occupations, and more.
Career One Stop, Find Local Help	Find workforce services offices in your neighborhood. (Includes both American Job Centers and programs for specific populations like older workers, farm workers, and more.)
Career One Stop, My Skills My Future	Want to find jobs that closely match the skills of your last job? Use the search tool here to find related occupations.
Occupational Information Network, O-NET Online Features	Looking for occupations that fit a specific element of the Occupation Profile or use specific skill? The advanced search functions here can help you find them.
U.S. Department of Labor, Apprenticeship.gov	Connect to the one-stop source for apprenticeship resources.

Frequently Asked Questions

The Frequently Asked Questions cover issues related to using this guide or finding information on other services.

Question	Information
I need to leave the website before I'm done. Can I save my search results and come back later?	Unfortunately, search and filter settings cannot be saved.
Why did the Occupation to Review list go blank when I used the filters?	This happens when no Occupations match all the selections you made. Try changing your selection on one or more filter to expand your options.
Why are there no choices (only one choice) under one of the filters?	All of the Filters are linked (to each other, to Select Your County, and Job Title Search). When you make a selection in one, the others update to show items that match those selections. Clear one or more of the other filters and try again.
Why can't I select more than one county on the Search Page?	This selection allows us to show job market data (wages and projected openings) at a regional level. If you want to look at data for more than one region, you can come back to Search Page and change regions.
Why won't the links for Occupation Detail work?	This could happen if you did not correctly select occupations on the Search Page. You need to select the box to the left of the name to select it. Note: You can only view between one and three at a time. (Selection Status should read "Success" on the Search Page.)
Why are most of the rows/columns/graph grayed out?	The Occupation Guide lets you highlight an item to focus on one item across a page. To clear this, select the item that is not grayed out again.
Why is one of the occupations missing from a table/graph?	Option 1: If the occupation name is there but no data is showing, data is not available. Option 2: If you right clicked on that item and selected "Exclude" from the pop-up menu you have accidentally triggered a filter. You will need to refresh the web page and redo your search.
A school near me offers a program for the Occupation I am looking at, but they are not listed on the Education Provider Page. Why is that?	Education Providers are matched to occupations based on the Classification of Instructional Programs (CIP) Codes linked to each occupation. Schools provide this information when they complete the Federal government's annual Integrated Post-Secondary Education Data System (IPEDS) survey. If the code used does not link to an occupation, the school/program will not appear on the list.

Question	Information
<p>The education tab lists certificate programs from schools, but what about online training or industry certifications?</p>	<p>The Occupation Guides currently only cover post-high school degrees that offer federal financial aid. Online training and industry certifications may qualify you for many occupations or jobs, but there is not a state or federal data source with that information.</p>
<p>Do I really need to know all the skills/technology groups/etc. listed for an occupation?</p>	<p>Not necessarily. The information shown here describes a wide range of jobs in that occupation. Different jobs, employers or industries often have unique requirements.</p>
<p>I am looking for information on Apprenticeship programs. Where can I find those?</p>	<p>Please select the Links to More Information page option above. Use the links for Apprentice.gov and Find an Apprenticeship CA for the latest information on Apprenticeship programs.</p>
<p>I am looking for information on programs covered under the E.D.D. Eligible Training Provider List. I see some programs on the Education Provider Tab, but not all of them.</p>	<p>The Occupation Guides currently only cover post-high school degrees that offer federal financial aid. We are working to add E.T.P.L. providers. In the meantime, you can go to CalJOBS and log in/create an account there. You can also use the Find Local Help function at Career One Stop to find an American Job Center of California SM near you.</p>
<p>I am looking for information on programs to help with training/job placement. Where can I find it?</p>	<p>Please go to the Jobs page on the E.D.D. website. You can also use the Find Local Help function at Career One Stop to find an America's Job Center of California SM near you.</p>
<p>I am looking for information on programs to help with unemployment benefits/disability claims. Where can I find it?</p>	<p>Please go to the Claims page on the E.D.D. website for help information on Unemployment Insurance and State Disability Insurance.</p>

Data Definitions

This table provides formal definitions for many of the terms used in the guide. You may also use the active web link to access documentation about the data from the agency that produces it.

Terms	Definition	Active Links to Data Documentation
Career Level	This is a way of categorizing Occupations based on entry-level education levels developed by the Department of Labor (D.O.L.). Entry level occupations require a high school diploma or less. Middle-skill occupations require an associate degree, 1–2 year certificate, or some college (no degree). Professional level occupations require a bachelor's degree or higher.	No Link
Codes for Missing Data — Job Market Data	<p>Suppressed Data (Codes 1-5): Hourly Wage and Projected Openings data are not presented for certain occupations and/or locations for the reasons described by the note code. Users may want to refer to a comparable occupation or area where data is available.</p> <p>Aggregated Data (Code 6): Per the Bureau of Labor Statistics "During the transition to the 2018 Standard Occupational Classification (SOC) system, estimates will be based on a "hybrid" structure that is a combination of the 2010 SOC and 2018 SOC." The current version of the Occupational Guides is based on the full 2018 SOC structure. Some Hourly Wage and Projected Openings data are still published at the aggregate level.</p>	Employment Development Department, Labor Market Information Division - Occupational Employment Projections Methodology
Education — Virtual Programs Available	Some programs in this CIP [Classification of Instructional Programs] code in this award level can be completed entirely via distance education.	National Center for Education Statistics, U.S. Department of Education - Distance Education in the Integrated Post-secondary Educational Data System

Terms	Definition	Active Links to Data Documentation
Education — On Campus	None of the programs in this CIP [Classification of Instructional Programs] code in this award level can be completed entirely via distance education.	National Center for Education Statistics, U.S. Department of Education - Distance Education in the Integrated Post-secondary Educational Data System
Education — Subject of Study	The National Center for Education Statistics (N.C.E.S.) Classification of Instructional Program codes provide a uniform coding method to identify subject of study across all degree levels and types (aka Instructional Program or CIP Code).	National Center for Education Statistics, U.S. Department of Education - Integrated Post-secondary Educational Data System Data Definitions
Education — Online – Fully Virtual Program	All programs in this CIP [Classification of Instructional Programs] code in this award level can be completed entirely via distance education.	National Center for Education Statistics, U.S. Department of Education - Distance Education in the Integrated Post-secondary Educational Data System
Education, Training & Experience	The Bureau of Labor Statistics (B.L.S.) education and training classification system consists of three categories of information that B.L.S. analysts have assigned to each detailed occupation.	Bureau of Labor Statistics, Employment Projections Data Definitions
Education, Training & Experience — Education Required	Typical education needed for entry into an occupation.	Bureau of Labor Statistics, Employment Projections Data Definitions
Education, Training & Experience — On-the-Job Training	Typical on-the-job training needed to obtain competency in the occupation.	Bureau of Labor Statistics, Employment Projections Data Definitions
Education, Training & Experience — Work Experience	Commonly required work experience in a related occupation	Bureau of Labor Statistics, Employment Projections Data Definitions
Hourly Wages	The Occupational Employment and Wage Statistics (O.E.W.S.) program produces employment and wage estimates for over 800 occupations. Data is presented by Regional Planning Unit. It does not include self-employed or unpaid family workers.	Employment Development Department, Labor Market Information Division - Occupational Employment and Wage Statistics

Terms	Definition	Active Links to Data Documentation
Hourly Wages — Wages 25th Percentile	25th Percentile is the point where only one quarter of workers earn less.	Employment Development Department, Labor Market Information Division - Occupational Employment and Wage Statistics
Hourly Wages — Wages 75th Percentile	75th Percentile is the point where only one quarter of workers earn more	Employment Development Department, Labor Market Information Division - Occupational Employment and Wage Statistics
Hourly Wages — Wages Median	Median is the point at which half of workers earn more and half earn less.	Employment Development Department, Labor Market Information Division - Occupational Employment and Wage Statistics
Job Outlook	Career outlook designations reflect estimates of future demand across the United States. The California Employment Development Department uses the procedures developed by O-NET and applies them to Occupational Projections for statewide and Local Area data. (See Projected Openings below for more detail on the source data for the categories.)	My Next Move - Job Outlook
Job Outlook — All	This is the default setting. No occupations are filtered.	My Next Move - Job Outlook
Job Outlook — Average or Above	This category will show all Occupations with an Average or Bright outlook. Occupations are considered Average if the projected percentage change in job openings over the 10-year estimate is between 4.00% and 7.99%.	My Next Move - Job Outlook
Job Outlook - Bright Outlook Only	This category will only show Occupations with a Bright outlook. Occupations in this group will have either: 1) A projected percent change in job openings over the 10-year estimate of 8% or higher, or 2) Total Job Openings for that Occupation are at least 0.50% of all projected openings in the Local Area selected.	My Next Move - Job Outlook

Terms	Definition	Active Links to Data Documentation
Job Title	Alternate or "lay titles" include related job titles and occupational titles gathered from job incumbents, occupational experts, government agencies, professional groups, customer input, employer job postings, and other occupational classification systems.	O-NET Center - The O-NET Content Model
Key Tasks	Task statements are text descriptions of job functions that are specific to each occupation.	O-NET Center - The O-NET Content Model
Occupation	The Bureau of Labor Statistics (B.L.S.) maintains a set of Standard Occupational Classifications (SOCs) that provide a uniform framework for classifying positions based on the type of work performed regardless of employer or industry.	U.S. Bureau of Labor Statistics - Standard Occupational Classification
Occupation Profile — Abilities	Enduring attributes of the individual that influence performance.	O-NET Center - The O-NET Content Model
Occupation Profile — Interests	Preferences for work environments.	O-NET Center - The O-NET Content Model
Occupation Profile — Knowledge	Organized sets of principles and facts applying in general domains.	O-NET Center - The O-NET Content Model
Occupation Profile — Profile	Occupation profile data is based on the O-NET content model. The content model was developed using research on job and organizational analysis. It embodies a view that reflects the character of occupations (via job-oriented descriptors) and people (via worker-oriented descriptors). The content model also allows occupational information to be applied across jobs, sectors, or industries (cross-occupational descriptors) and within occupations (occupational-specific descriptors).	O-NET Center - The O-NET Content Model
Occupation Profile — Skills	Developed capacities that facilitate learning or the more rapid acquisition of knowledge, and performance of activities that occur across jobs.	O-NET Center - The O-NET Content Model

Terms	Definition	Active Links to Data Documentation
Occupation Profile — Work Activities	Work activities that are common across a very large number of occupations. They are performed in almost all job families and industries.	O-NET Center - The O-NET Content Model
Occupation Profile — Work Context	Physical and social factors that influence the nature of work.	O-NET Center - The O-NET Content Model
Occupation Profile — Work Style	Personal characteristics that can affect how well someone performs a job.	O-NET Center - The O-NET Content Model
Occupation Profile — Work Values	Global aspects of work composed of specific needs that are important to a person's satisfaction.	O-NET Center - The O-NET Content Model
Occupational License	The Employment Development Department's Labor Market Information Division routinely conducts occupational survey to determine which occupations require a license or certificate. In California, most licenses are issued by State of California agencies. All licensing information such as fees and requirements should be verified with the appropriate licensing agency.	Employment Development Department, Labor Market Information Division - Occupational License
Projected Openings	Occupational employment projections ("projections") estimate the changes in occupational employment over time resulting from industry growth, technological changes, and other factors.	Employment Development Department, Labor Market Information Division - Occupational Employment Projections Methodology
Projected Openings — Change in Total Jobs	Change measures the projected number of job gains or losses in an occupation for the projection period.	Employment Development Department, Labor Market Information Division - Occupational Employment Projections Methodology

Terms	Definition	Active Links to Data Documentation
Projected Openings — Openings from Exits	Exits are the projected number of workers leaving an occupation and exiting the labor force entirely. Labor force exits are more common at older ages as workers retire but can occur at any age. Labor force exits are not necessarily permanent exits from the labor force; for example, some workers exit the labor force to pursue additional education with the intention of returning to the labor force.	Employment Development Department, Labor Market Information Division - Occupational Employment Projections Methodology
Projected Openings — Openings from Transfers	Transfers represent permanent separations from an occupation, not temporary movements where the worker is expected to return to the same occupation in the future.	Employment Development Department, Labor Market Information Division - Occupational Employment Projections Methodology
Regional Planning Unit — Bay-Peninsula	Includes: San Francisco, San Mateo, and Santa Clara Counties	Employment Development Department, Labor Market Information Division - Regional Planning Units
Regional Planning Unit — Capital Region	Includes: Alpine, Colusa, El Dorado, Glenn, Placer, Sacramento, Sutter, Yolo, and Yuba Counties	Employment Development Department, Labor Market Information Division - Regional Planning Units
Regional Planning Unit — East Bay	Includes: Alameda and Contra Costa Counties	Employment Development Department, Labor Market Information Division - Regional Planning Units
Regional Planning Unit — Inland Empire	Includes: Riverside and San Bernardino Counties	Employment Development Department, Labor Market Information Division - Regional Planning Units
Regional Planning Unit — Los Angeles Basin	Includes: Los Angeles County	Employment Development Department, Labor Market Information Division - Regional Planning Units
Regional Planning Unit — Middle Sierra	Includes: Amador, Calaveras, Mariposa, and Tuolumne Counties	Employment Development Department, Labor Market Information Division - Regional Planning Units

Terms	Definition	Active Links to Data Documentation
Regional Planning Unit — North Bay	Includes: Lake, Marin, Mendocino, Napa, Solano, and Sonoma Counties	Employment Development Department, Labor Market Information Division - Regional Planning Units
Regional Planning Unit — North Central Coast	Includes: Monterey, San Benito, and Santa Cruz Counties	Employment Development Department, Labor Market Information Division - Regional Planning Units
Regional Planning Unit — North Coast	Includes: Humboldt County	Employment Development Department, Labor Market Information Division - Regional Planning Units
Regional Planning Unit — North State	Includes: Butte, Del Norte, Lassen, Modoc, Nevada, Plumas, Shasta, Sierra, Siskiyou, Tehama, and Trinity County	Employment Development Department, Labor Market Information Division - Regional Planning Units
Regional Planning Unit — Orange	Includes: Orange County	Employment Development Department, Labor Market Information Division - Regional Planning Units
Regional Planning Unit — R.P.U.s	The Workforce Investment and Opportunity Act (W.I.O.A.) of 2014 directed Local Workforce Development Boards and chief elected officials (C.E.O.s) to cooperate within a planning region and develop a common response to local planning requirements that discusses regional labor market information. The 15 R.P.U.s are comprised of 1 or more counties each and are primarily based on population and commute patterns, but also labor market information and geographic location.	Employment Development Department, Labor Market Information Division - Regional Planning Units
Regional Planning Unit — San Joaquin Valley	Includes: Fresno, Inyo, Kern, Kings, Madera, Merced, Mono, San Joaquin, Stanislaus, and Tulare Counties	Employment Development Department, Labor Market Information Division - Regional Planning Units

Terms	Definition	Active Links to Data Documentation
Regional Planning Unit — South Central Coast	Includes: San Luis Obispo and Santa Barbara Counties	Employment Development Department, Labor Market Information Division - Regional Planning Units
Regional Planning Unit — Southern Border	Includes: Imperial and San Diego Counties	Employment Development Department, Labor Market Information Division - Regional Planning Units
Regional Planning Unit — Ventura	Includes: Ventura County	Employment Development Department, Labor Market Information Division - Regional Planning Units
Software Used	Information technology and software skills essential to the functions of an occupational role.	O-NET Center - The O-NET Content Model
Technology and Tools	Machines, equipment, and tools essential to the performance of an occupational role.	O-NET Center - The O-NET Content Model