Card Sort Directions

This exercise can be used to compliment several sections of the personal planning process. Each section of the cards are intended to help you determine what elements of the individual's life is most important to them. When doing a sort, ask students to rank the cards in order of importance.

Before you begin the sort, it is important that you review any concepts that may be unfamiliar or difficult for the client. Reviewing abstract language or any unfamiliar vocabulary will help you get the most accurate results possible during the sort.

Purple Cards

These cards indicate what settings and contexts are important to a student. This ranking should help you determine what communities are important to the client. They may also help you determine a work environment that will be comfortable for the client.

Sorts:

* Rank these based on how much time you spend in each place
* Rank these based on how much you enjoy going to each place
* Rank these based on how comfortable you are in each place

Green Cards

These cards indicate things that the client may enjoy doing in his/her spare time. They should help provide information regarding the types of activities that the client enjoys. THis will help select a work environment that best suits their preference for types of activities.

Sorts:

* Sort these by which you do most often
* Sort these by how often you do each activity
* Sort these by which ones you do the best
* Sort these by which ones you have the most fun doing

Orange Cards

These may help you determine the client’s communication and interactive preferences. The answers to these prompts may help you determine what kind of work environment will be best suited to the client’s social preferences.

* Sort these based on who you want to be with during your free-time
* Sort these based on who you want to be with when working
* Sort these based on who you’d want to spend the weekend with

Blue Cards

These cards are intended to help you fill out what kind of traits that the client values. This sort will help you address the traits needed for support personnel, and determine some of their values.

* Sort these based on how important they are to have in a friend
* Sort these based on which you feel like you display
* Sort these based on how important they are to have in a boss/coworker
* Sort these based on how important they are to have in support staff
* Sort these based on which ones are the most important in building
* Sort these based on how important they are for a teacher to have

Red Cards

These cards are intended to help you get an idea of what the individual wants to get out of his/her workplace environment. These sorts should help you understand what the individual's priorities are.

* Sort these cards based on how important they are in selecting a job
* Sort these cards based on how important they are in keeping a job
* Sort these cards based on what your ideal job would have

Card Sort Worksheet

Pink Sort:

The client identified these as the most important places to him/her:

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The client indicated comfort in these places:

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These answers indicate, the person may enjoy working in:

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Green Sort:

The client spends most of his/her time doing:

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The client is interested in:

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The client expresses competence in:

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Based on these answers, the client may enjoy this kind of work:

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Orange Sort:

The client prefers to spend time with:

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What kind of social environment fits the needs of the client?

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Blue Sort

Traits that the client values in a friend are:

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Traits that the client perceives him/herself to have:

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Attributes that the client wants a workplace to have:

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Qualities of people who best support the person:

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