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| <p>PA Achievement Standard:</p> <ul style="list-style-type: none"> ● 15.2.12.A: Analyze personal characteristics, talents, skills, abilities and career assessment, results as related to career pathways, clusters, or occupations ● 15.4.12.A: Apply the creative and productive use of emerging technologies for educational and personal success ● 15.6.12.C: Reference Career Education and Work: <ul style="list-style-type: none"> ○ 13.2.11.C: Develop and assemble, for career portfolio placement, career acquisition documents, such as, but not limited to: Job application, Letter of appreciation following an interview, Letter of introduction, Postsecondary education/training applications, Request for letter of recommendation, resume ○ 13.1.3.F: Explore how people prepare for careers. ○ 13.1.8.F: Analyze the relationship of school subjects, extracurricular activities, and community experiences to career preparation ● 15.6.12.D: Develop criteria to evaluate employment options | |
| <p>Big Idea/Essential Questions:</p> <ul style="list-style-type: none"> ● The College and Career Planning Unit presents techniques, strategies, and resources to assist students in choosing and planning for college and/or careers that meet personal and/or financial goals. | |
| <p>Competencies:</p> <ul style="list-style-type: none"> ● Students will be able to <ul style="list-style-type: none"> ○ Identify personal issues to consider when choosing and planning college and careers ○ Explain how education and training affect college and career advancement and opportunities ○ Conduct college and career research ○ Evaluate college and career opportunities ○ Describe and apply effective strategies to obtain employment ○ Create a resume, cover letter, and follow-up letter ○ Ask for a letter of recommendation ○ Complete a job application ○ Research and compare potential job openings ○ Identify financial and legal issues to consider when looking for employment ○ Complete a college related applications and essays | |
| <p>Learning Plan</p> | |
| <p style="text-align: center;">Suggested Activities/Strategies</p> <ul style="list-style-type: none"> ● Lecture & Class Discussions <ul style="list-style-type: none"> ○ College planning ○ Career Planning | <p style="text-align: center;">Assessment Evidence</p> <ul style="list-style-type: none"> ● Reading and writing assignments ● Create a resume ● Create a cover letter |

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| <ul style="list-style-type: none"> ○ Time Management ● Student Readings ● Class Workshops and Discussions <ul style="list-style-type: none"> ○ Career Cruising Sessions <ul style="list-style-type: none"> ▪ Matchmaker Session ▪ My Skills Session ▪ Learning Styles Inventory ▪ Career Research ▪ Education ▪ Financial Aid ▪ Employment ○ College Research and planning <ul style="list-style-type: none"> ▪ FAFSA ▪ Applications ▪ Essays ○ Career Research and planning ● Student Activities <ul style="list-style-type: none"> ○ College research presentation ○ Career research presentation ○ Evaluate college and career opportunities ○ Create a resume ○ Create a cover letter ○ Create a letter of appreciation ○ Create a follow-up letter ○ Complete a job application ○ Asking for a letter of recommendation ○ Interviewing skills | <ul style="list-style-type: none"> ● Create a letter of appreciation ● Create a follow-up letter ● Complete a job application ● Asking for a letter of recommendation ● Complete a Career Cruising session ● Compare and contrasts college and career opportunities ● Vocabulary ● Teacher observation ● Class discussions ● Student engagement and participation |
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