

Material Covered:

The course is comprised of the following three main themes:

1. Career Life Development
 - My Skills and Interests
 - Am I Employable?
 - Post-Secondary Planning
2. Community Connections
 - Is There a Job For Me?
 - Staying Safe at Work
 - My Community Supports
3. Career Life Planning
 - What Do I Need to Get There?
 - Making Sense of Money
 - My Financial Plan

Textbook:

The course uses the textbook: *Horizons 2000+ Career Studies*

ISBN 0-07-087411-5

Course Design:

This course is designed so students will gain an understanding of their own career-life development based on the attributes they possess. Through the course, they will learn strategies for their journey into adulthood. Some of the units within the course do not have unit tests as the student is marked solely on the worksheet. The projects are intended to be a demonstration of the student's knowledge of the material covered within each of the three main themes of the course.

Notebook:

Your notebook should be neatly organized, as this will help you study for tests. Label the unit and topic headings clearly at the top of the page. Answer questions fully, so that the information makes sense and can be used later for studying. Show what page number in the textbook the information comes from, so you can look it up again easily.

Grading:

This course works on a mastery system. You must pass the mastery tests in each unit to the 80% level before you can go on. In addition, there are projects at the end of each major theme. Your projects can only be submitted once, so be sure to do your best work on them. Your class mark for the course is based 60% on the unit tests and 40% on the projects.

Goal:

The goal of this unit is for the student to explore skills, interests, and learning styles.

Objectives:

By the end of this unit you should be able to:

- Demonstrate an understanding of the student's preferred learning style, skills and abilities.
- Demonstrate a knowledge of the different personality types and how those could influence career choices

What to Do in this Unit:

- Ask your teacher for the Unit 1 Worksheet.
- When you are ready, submit all of your work for Unit 1 to your teacher for marking.

Goal:

The goal of this unit is to learn about employability skills.

Objectives:

By the end of this unit you should be able to:

- Demonstrate an understanding of the student's own employability skills.
- Recognize areas of those skills that may need improvement.

What to Do in this Unit:

- Ask your teacher for the Unit 2 Worksheet.
- When you are ready, submit all of your work for Unit 2 to your teacher for marking.

Goal:

The goal of this unit is to research post-secondary programs that might be of interest to the student.

Objectives:

By the end of this unit you should be able to:

- Demonstrate a comparison of different post-secondary programs that are of interest
- Based on the skills and abilities of the student, be able to identify which program would be a better fit for him/her.

What to Do in this Unit:

- Ask your teacher for the Unit 3 Worksheet.
- When you are ready, submit all of your Unit 3 work to your teacher for marking.
- Go over your work from Units 1-3. When you are ready, ask your teacher for Project #1 – Career-Life Development.

Goal:

The goal of this unit is to research the labour market and occupations of interest to the student.

Objectives:

By the end of this unit you should be able to:

- Demonstrate an understanding of how the labour market may influence career choices.
- Learn more about the education and training programs of interest to the student.

What to Do in this Unit:

- Ask your teacher for the Unit 4 Worksheet.
- When ready, submit your work for Unit 4 to your teacher for marking.

Goal:

The goal of this unit is to learn more about workplace standards and safety.

Objectives:

By the end of this unit you should be able to:

- Describe and explain what a newly hired employee should know about Employment Standards.
- Demonstrate an understanding of human rights and duties in the workplace.
- Demonstrate an understanding of workplace safety.

What to Do in this Unit:

- Ask your teacher for the Unit 5 Worksheet.
- When you are ready, submit all of your Unit 5 work to your teacher for marking.

Goal:

The goal of this unit is to research support networks and resources in your community.

Objectives:

By the end of this unit you should be able to:

- Demonstrate an understanding of the student's own support networks and resources within their own community.
- Describe resources available to the student for pursuing education and career goals.

What to Do in this Unit:

- Ask your teacher for the Unit 6 Worksheet.
- When ready, submit all of your work from Unit 6 to your teacher for marking.
- Go over your work from Units 4-6. When you are ready, ask your teacher for Project #2 – Community Connections.

Goal:

The goal of this unit is to learn about grad requirements, exams, and focus areas to help plan your education pathway.

Objectives:

By the end of this unit you should be able to:

- Demonstrate an understanding of the credits, courses and assessments needed to graduate.
- Describe the concept of Focus Areas as they relate to career pathways.
- Demonstrate an understanding of the resources available online and in your community to help with graduation and upgrading.

What to Do in this Unit:

- Ask your teacher for the Unit 7 Worksheet.
- When you are ready, submit all of your work to your teacher for marking.
- Once you have reviewed your work, ask your teacher for the Unit 7 Test. Remember, you must get 80% to pass, so studying hard is essential.

Goal:

The goal of this unit is to learn more about finances and how to plan a realistic basic budget for life after high school.

Objectives:

By the end of this unit you should be able to:

- Demonstrate an understanding of banking as it relates to saving and spending.
- Be able to create a basic budget.

What to Do in this Unit:

- Ask your teacher for the Unit 8 Worksheet.
- When you are ready, submit your Unit 8 work to your teacher for marking.

Goal:

The goal of this unit is to create a financial plan for the career path of your choice.

Objectives:

By the end of this unit you should be able to:

- Demonstrate an understanding of the financial costs of your chosen career including the education needed and the strategies required to reach your education and career goals.

What to Do in this Unit:

- Ask your teacher for the Unit 9 Worksheet.
- When you are ready, submit your Unit 9 work to your teacher for marking.
- Go over your work from Units 7-9. When you are ready, ask your teacher for Project #3 – Career-Life Planning.

Congratulations, you have finished Career Life Education 10!