



## CURRICULUM INFORMATION

### CAREER PLANNING COURSE - LEVEL ONE

**For all users just beginning their career exploration journey.**

**This level may be appropriate for those who:**

- Do not know what career/s you are interested in
- Are unsure what level of education you are willing to pursue
- Have many careers you are considering and need to narrow down your options

*We recommend level one for grades 7-9.*

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### EXAMPLE ACTIVITIES

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Write two paragraphs describing the kind of environment you would prefer to work in, and the work values you are seeking in employment.

The chart above shows the unemployment rate and median weekly earnings for different levels of education. Calculate how much more money a person holding a professional degree will make than a person with a high school diploma over the course of a lifetime. Assume 45 working years. There are 52 weeks in a year.

Write a comparative essay describing the differences between private universities, public universities, and community colleges. In your closing paragraph, tell which one you would be most likely to attend if you choose to go to college after high school, and why you chose that option.

Find out the median annual salary for the job you are most interested in. Create a sample budget for that career using the template below.



## CURRICULUM INFORMATION

### CAREER PLANNING COURSE - LEVEL TWO

**For users who are ready to take a more in-depth look at their career options and opportunities.**

**This level may be appropriate for those who:**

- Do not know what career/s you are interested in
- Are unsure what level of education you are willing to pursue
- Have many careers you are considering and need to narrow down your options

*We recommend level one for students in 10th grade.*

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### EXAMPLE ACTIVITIES

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Describe a job that would allow you to use several of your skills. What kind of environment? What kind of work? Which skills would you put to use and how often? Are there any jobs that you can think of that are similar to what you have described?

Select 5 skills you find challenging, and write a paragraph describing things you could do to improve your skills, or tools you might use to help you be more successful in those areas.

You can use [transitionspace.com](http://transitionspace.com) to filter your career matches by salary to eliminate jobs that make less money than you think you will need to live comfortably. After you filter for jobs that make the salary you want, graph your top 10 matches on the chart below. Put them in order of highest salary to lowest salary.

Describe the level of education you would like to pursue. Where would you like to receive this education or training? What are the admissions requirements for this institution, if any?



## CURRICULUM INFORMATION

### CAREER PLANNING COURSE - LEVEL THREE

**For users who are ready to begin working toward a career goal.**

**This level may be appropriate for those who:**

- Are fairly certain you know which career you want to pursue
- Are fairly certain which level of education you will need to pursue
- Need some direction getting from where you are now to the career you want to have

*There are options for this course level:*

*Straight to Work, Technology or Trade School, College or University*

*We recommend level one for 11th grade.*

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### EXAMPLE ACTIVITIES

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Using the tables below, chart which job values are most important to you, and then chart how the career you have chosen rates on each job value based on the survey data available on [transitionspace.com](http://transitionspace.com).

Pretend you are working at a restaurant as a server and your boss tells you that he will need you to work a different schedule than you had planned at another location to help while their manager is out. You may have to pick up some additional managerial responsibilities while you are there as well. How would you react to this news? Would you be able to handle so much change? If not, how might you deal with the situation?

Describe the school of your choice. How large are the classes? How large is the campus? What are the extracurricular activities that are available, if any?

Which coursework do you think is most relevant to the career you plan to pursue? Describe the skills you are learning now that will help you as you pursue your dream job.



## CURRICULUM INFORMATION

### CAREER PLANNING COURSE - LEVEL FOUR

**For users who are working toward a specific career goal.**

**This level may be appropriate for those who:**

- Know which career you want to pursue
- Know which education you will pursue
- Need specific guidance as you get closer to your goals

*There are options for this course level:*

*Straight to Work, Technology or Trade School, College or University*

*We recommend level one for 12th grade.*

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### EXAMPLE ACTIVITIES

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Use the chart below to graph the weekly earnings of a full time job (40 hours per week) and a part time job (20 hours per week) at the current minimum wage.

What are the benefits of working with a job placement agency in your job search? What are the potential drawbacks?

How many credits are you required to have to graduate from high school? How many credits have you currently earned? How many credits do you plan to earn between now and graduation? Use the equation below to make sure you will have enough credits to graduate.

Write a comparative essay analyzing the different ways to fund your education. Use your list of pros and cons to explain which option you think is the best for you, and where you think most of the money to pay for your education will come from.