

Course Title: Futures I
Board Approval Date: 11/18/13
Credit / Hours: .5 credit

Course Description:

This course focuses on mastery of the PA Academic Standards for Business, Computer and Technology and PA Academic Standards for Career, Education and Work, as well as the AASL Standards for the 21st-Century Learner. Students will learn the skills needed to succeed in the workplace, workplace communication, career exploration, computer applications, soft skills, and the choice of a career pathway. Students will be educated in online behavior and interacting with others on social networking sites. *This course complies with the Child Internet Protection Act Requirements. Futures I also includes a component of the Graduation Project.*

Learning Activities / Modes of Assessment:

Large group instruction	Tests and Quizzes
Checklists / Teacher Observation	Small group work
Projects with Rubrics	Hands-on computer projects
Self-evaluation writings	

Instructional Resources:

Learning for Earning (The Goodheart-Willcox Col, Inc., 2009)
Learning for Earning Student Workbook (The Goodheart-Willcox Col, Inc., 2009)
The Seven Habits of Highly Effective Teens (Simon & Schuster, 1998)
Various educational videos addressing Internet Safety, Bullying, Sexual Predators, Goal Setting, Time Management, Career Choice, and Self-Awareness.
<http://www.common sense media.org/>
<http://www.statisticbrain.com/cyber-bullying-statistics/>
CyberSmarts: Staying Save Online

Course Pacing Guide

Course: **Futures I**

Course Unit (Topic)

Length of Instruction (Days/Periods)

1. Who You Are – Self Discovery

41 days

2. What You Want – Career Exploration

32 days

3. Where You Are Going and How Will You Get There

10 days

4. Seven Habits of Highly Effective Teens

7 days

DAYS TOTAL

90 Days

Topic: 1- Who You Are - Self-Discovery

Days: 41

Subject(s): Other

Grade(s): 9th

Know:	Understand:	Do:
<p>SKILLS & INTERESTS Interests Skills Resources Work Ethic / Values Personality / Self Concept Self Inventories</p> <p>TIME MANAGEMENT Benefits / Priorities Procrastinate Microsoft Excel skills</p> <p>INTERNET SAFETY Social Networking Predators Cyber Bullying Personal vs. Private Information Desktop Publishing Skills</p> <p>***Collaboration with Librarian/Information Literacy Skills: 1. Databases: Choices 2. Appropriate Website Use</p>	<p>Discovering things about yourself can lead to personal success and satisfaction.</p>	<p>13.3.E – Essential Identify and apply time management strategies as they relate to both personal and work situations.</p> <p>13.1.F – Essential Analyze the relationship of school subjects, extracurricular activities, and community experiences to career preparation.</p> <p>15.2.12.J. – Unranked Analyze career goals based on, but not limited to, interest, lifestyle, skills, and values in order to transition from high school. Reference Career Education and Work 13.1.11.G, 13.1.11.H</p> <p>15.4.12.B. – Unranked Evaluate the impact of social, legal, ethical, and safe behaviors on digital citizenship.</p>

Topic: 2- What You Want - Career Exploration

Days: 32

Subject(s): Other

Grade(s): 9th

Know:	Understand:	Do:
<p>GOALS</p> <ul style="list-style-type: none"> -Set realistic goals -How to achieve goals -Revise/reevaluate your goals -Deal with failure and setbacks. <p>WORK</p> <ul style="list-style-type: none"> -Work benefits you -The responsibilities of work -The workplace changes <p>CAREER PATHWAYS-</p> <ul style="list-style-type: none"> -The Pathways Program -Their individual, personal expectation - Skills and interests for each Pathway 	<p>Choosing a career that fits my interests and abilities can lead to personal success and satisfaction.</p>	<p>13.1.A – Essential Relate careers to individual interests, abilities, and aptitudes.</p> <p>13.1.B – Essential Relate careers to personal interests, abilities and aptitudes.</p> <p>13.1.D – Important Explain the relationship of career training programs to employment opportunities.</p> <p>13.1.G – Essential Create an individualized career plan including, such as, but not limited to: Assessment and continued development of career portfolio, Career goals, Cluster/pathway opportunities, Individual interests and abilities and Training/education requirements and financing.</p> <p>13.1.H – Essential Choose personal electives and extra curricular activities based upon personal career interests, abilities and academic strengths.</p> <p>13.2.B – Essential Evaluate resources available in researching job opportunities, such as, but not limited to: CareerLinks, Internet (i.e. O*NET), Networking, Newspapers, Professional associations and Resource books (that is Occupational Outlook Handbook, PA Career Guide).</p> <p>15.2.12.A. – Unranked Analyze personal characteristics, talents, skills, abilities and career assessment results as related to career pathways, clusters, or occupations. Reference Career Education and Work 13.1.11.A - B</p> <p>15.2.12.B. – Unranked Analyze a specific occupation within a career cluster.</p> <p>15.2.12.D. – Unranked Analyze job tasks and responsibilities when working in a virtual versus a traditional work environment.</p>

Topic: 2- What You Want - Career Exploration

Days: 32

Subject(s): Other

Grade(s): 9th

Know:

Understand:

Do:

15.2.12.E. – Unranked

Compare and contrast career interests with post-secondary opportunities. Reference Career Education and Work

Topic: 3- Where You Are Going and How Will You Get There?

Days: 10

Subject(s): Other

Grade(s): 9th

Know:

-The Pathway they will choose.

-A career that interests them.

-Their skills and interests.

***Collaboration with Librarian/Information Literacy Skills:

1. Databases: Choices
2. Appropriate Web Site Use
3. Citations and Copywrite: Noodle Tools and MLA Format

Understand:

Working through a Career Pathway can help you choose a career that is a good match for you.

Do:

13.1.A – Essential

Relate careers to individual interests, abilities, and aptitudes.

13.1.B – Essential

Relate careers to personal interests, abilities and aptitudes.

13.1.G – Essential

Create an individualized career plan including, such as, but not limited to: Assessment and continued development of career portfolio, Career goals, Cluster/pathway opportunities, Individual interests and abilities and Training/education requirements and financing.

15.3.12.C. – Unranked

Create a research project based upon defined parameters. Reference English Language Arts CC. 1.4.11-12.V

15.2.12.B. – Unranked

Analyze a specific occupation within a career cluster.

15.2.12.E. – Unranked

Compare and contrast career interests with post-secondary opportunities. Reference Career Education and Work

Topic: 4- Seven Habits of Highly Effective Teen

Days: 7

Subject(s):

Grade(s): 9th

Know:	Understand:	Do:
<p>1. The Set Up</p> <ul style="list-style-type: none"> • Paradigm & Principles <p>2. Private Victory</p> <ul style="list-style-type: none"> • Personal Bank Account • Habits 1 to 3 <p>3. Public Victory</p> <ul style="list-style-type: none"> • Relationship Bank Account • Habits 4 to 6 <p>4. Renewal</p> <ul style="list-style-type: none"> • Habit 7 	<p>It is important to take care of yourself, build strong relationships, and continue to look for ways to improve.</p>	<div style="background-color: #fff9c4; padding: 5px; margin-bottom: 5px;"> <p>13.3.A – Important Determine attitudes and work habits that support career retention and advancement.</p> </div> <div style="background-color: #e0f2f1; padding: 5px; margin-bottom: 5px;"> <p>13.3.E – Essential Identify and apply time management strategies as they relate to both personal and work situations.</p> </div> <div style="background-color: #e8f5e9; padding: 5px; margin-bottom: 5px;"> <p>15.3.12.G. – Unranked Employ appropriate presentation skills to lead discussions and team activities. Reference English Language Arts CC.1.5.11-12.A</p> </div> <div style="background-color: #e8f5e9; padding: 5px;"> <p>15.3.12.F. – Unranked Evaluate a speaker’s reasoning and intent; ask questions to deepen understanding. (individual, team, employment, and business). Reference English Language Arts CC.1.5.11-12.G. CC.1.5.11-12.C</p> </div>