



**Eleventh Grade ▪ Career Awareness and Preparation ▪ English,
Computer**

Competency:	13.1.11A Relate career to individual interests, abilities, and aptitudes.
Lesson Topic:	Career Exploration
Subject:	English, Computer
Length:	1 class period
Materials:	Internet access for Education Planner website and one computer per student
Evaluation:	Students will take the Holland Personality test online to relate their personality type to careers.

Procedure:

1. Students are directed to the www.educationplanner.org website.
2. Students double click on the black word **Discovering**.
3. On the left hand side of the screen, students will click on the *Career Assessment* link.
4. Students enter their first and last name and select the “Submit” button.
5. Select the [Take the Career Key™ Assessment](#) link to begin the test.
6. Once students have answered all questions, scores will appear, as well as, related occupations. It is here students can explore those related occupations in their personality type, education requirements, and salaries.



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Competency:	13.1.11B Analyze career options based on personal interests, abilities, aptitudes, achievements, and goals.
Lesson Topic:	My Career
Subject:	English, Computer

Suggestions:

- Students visit www.educationplanner.org and conduct the Career Assessment. Once complete, they will be able search careers within their personality type and explore the abilities and aptitudes associated with each career.
- Students visit www.educationplanner.org and search for the career they are interested in.
- Students can write an essay on their career interest.
- Students can write an autobiography to include their personal interests, abilities, achievements, goals, and career aspirations.
- Students can interview someone they live with, a friend, or relative—that is currently working or retired—about their personal interests, abilities, aptitudes, achievements, and goals in regards to their career. Students would write a report from the interview about the person.



**Eleventh Grade ▪ Career Awareness and Preparation ▪ English,
History**

Competency:	13.1.11C Analyze how the changing roles of individuals in the workplace relate to new opportunities within career choices.
Lesson Topic:	Role Changes
Subject:	English, History

Suggestions:

- Research up and coming career opportunities in the workplace.
- Discuss the change of roles of women and men in the workplace. Have students brainstorm jobs that were traditionally only one gender and how they have incorporated both men and female.
- Students research the career they are interested in and explore some of the opportunities that can become available to them in regards to how they may change such as educational level, years of service, increase workload, career progression, etc.
- Students can take part in a debate against others about equity in the workplace, why or why not it is working and provide examples.



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Competency:	13.1.11D Evaluate school-based opportunities for career awareness/preparation, such as, but not limited to: Career days, Career portfolio, Community service, Cooperative education, Graduation/senior project, Internship, Job shadowing, Part time employment, Registered apprenticeship, School-based enterprise.
Lesson Topic:	Training Programs and Employment
Subject:	English, Computer

Suggestions:

Career Days

- Plan a career day. This can include a career and education fair where local businesses and colleges set up booths in the gym or cafeteria and provide students with materials on their organization or college.
- Contact the local CareerLink or Chamber of Commerce to see if an event like this is already taking place in your community.
- Employer tours – contact local business and industry partners within your community and ask for a tour. Students can sign up in the guidance office if they are interested in attending. If you need additional assistance with this task, contact your local CareerLink Employer Services Representative or check to see if an organization in your community is in charge on a Business and Education Initiative.

Career Portfolio

- If a career portfolio has not been completed, students can start listing, in a journal or word document, the activities, events, clubs, awards, achievements, volunteer activities, and sports they have been involved with since grade nine.
- Students can utilize the Educationplanner.org website and create a MyPlanner account. This account will let students save the results of their career assessment, college search, scholarship search, and a resume builder.

Community Service

- Teachers can contact local not-for-profit organizations in their community for community service.
- A group of students can create their own community service project by cleaning a park, part of town, or helping to get a little league field ready for the season. The possibilities are endless!

Cooperative Education

- Contact your local CareerLink for cooperative education opportunities.

Graduation/Senior Project

- Senior projects can start in the ninth grade and teachers can incorporate the EducationPlanner.org website.
- Senior projects vary from school to school and can vary from something long term to short term; however, the project should be a meaningful learning experience.
- Ideas can include:
 - Career research to include both shadowing and interviewing and a report
 - Unpaid community service
 - Volunteer at a youth center, hospital, or senior citizens center
 - Create and run a tutorial services center for students, run by students
 - Research paper
 - Career Portfolio
 - Oral presentation

Internship

Internships may be hard to accomplish during the school year since students are required to be at a business or organization for a certain amount of time.

However, students can take part in internships:

- In the summer months prior to their senior year
- If your school has a flex period, activity period, or study hall at the end of the school day, students could be excused from school to attend their internship
- Students must be aware that they may or may not receive a pay for their time worked and that the importance of this exercise is experience

Job Shadowing

- Contact your local CareerLink, Chamber of Commerce, or Business and Education Partnership for assistance with job shadowing opportunities.
- Teachers can arrange for a visit to one of each of the Pennsylvania in Demand Occupations employers in or surrounding the school district. A sign-in sheet can be utilized for each trip with a date and student number cutoff.
- A computer workshop can also be conducted for juniors to search for a job shadowing opportunity in their community. To conduct this activity, students would take part in the Career Assessment located on Educationplanner.org. Once the test is completed, they will be able to identify the types of jobs that match their personality and contact local businesses and organizations for a potential job opportunity. Teachers can also provide students with a script and who to ask for when making these phone calls.

Part Time Employment

- Students can be introduced to their local Career Link or employment assistance center via a field trip to the facility and learn how to search for part time employment utilizing this tool.



Eleventh Grade ▪ Career Awareness and Preparation ▪ English

Competency:	13.1.11E Justify the selection of a career.
Lesson Topic:	Career Search
Subject:	English

Suggestions:

Students can research the career they may be interested in through a writing assignment.

Requirements for this activity could include, but are not limited to:

- Career description
- History of the career
- Education or experience level required
- List at least five places to gain the education or experience required
- Salary to include annual and hourly
- Work schedule and hours
- Yearly job openings and locations
- Why did you choose this career?
- Reasons why you like this career
- Things you do not like with this career
- Job advancement opportunities
- Career presentation to the class



Eleventh Grade ▪ Career Awareness and Preparation ▪ English

Competency:	13.1.11F Analyze the relationship between career choices and career preparation opportunities, such as, but not limited to: Associate degree, Baccalaureate degree, Certificate/licensure, Entrepreneurship, Immediate part time/full time employment, Industry training, Military training, Professional degree, Registered apprenticeship, Tech prep, Vocational rehabilitation centers.
Lesson Topic:	Career Prep Options in Your Community
Subject:	English
Length:	1 class period
Materials:	Internet access, pencil
Evaluation:	Student will brainstorm career preparation in regards to classes, activities, and community involvement.

Procedure:

Research the following career choices and list any colleges and/or programs in the area.

- Associate degree
- Baccalaureate degree
- Certificate/licensure
- Entrepreneurship
- Immediate part time/full time employment
- Industry training
- Military training
- Professional degree
- Registered apprenticeship
- Tech prep
- Vocational rehabilitation centers.

Students should be advised these institutions, programs are the resources needed to achieve their career goals.



**Eleventh Grade ▪ Career Awareness and Preparation ▪ English,
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Competency:	13.1.11G Access the implementation of the individualized career plan through the ongoing development of the career portfolio.
Lesson Topic:	Career Portfolio
Subject:	English, Computer

Suggestions:

- To be sure students are continuing to develop their career portfolio, counselors could visit junior classrooms once every seven weeks to review their portfolio, which could consist of electronic files or paper. This reminder may help students better document their high school achievements.
- English teachers could make the career portfolio a yearly assignment that is checked each marking period and graded. Items such as grammar, punctuation, spelling, and organization could be graded in addition to overall completion.
- Educationplanner.org contains MyPlanner, an area where students can securely save career assessments, college searches, scholarship searches, and resumes.



Eleventh Grade ▪ Career Awareness and Preparation ▪ English

Competency:	13.1.11H Review personal high school plan against current personal career goals and postsecondary opportunities based upon personal career interests.
Lesson Topic:	Interests and Goals
Subject:	English

Suggestions:

- Teachers/counselors can provide students with college, trade or technical school brochures or packets to view requirements for admission. Counselors can also provide students with a current copy of their transcripts to compare their schoolwork against admission requirements.
- Variation: If brochures/guides are not available, students can search colleges on Educationplanner.org to compare their academics with admission guidelines.