

Career Exploration



Course Description

An emphasis is placed on application of different skills related to careers. By utilizing an online portfolio, and through implementation of other forms of technology, students will develop social skills, work habits and attitudes pertaining to career success. They will also have the opportunity to analyze individual interests, aptitudes and skills in relation to career planning.

Instructor:

*Brian Weick
Room 122
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Course Materials Required:

- *Headphones/Earbuds*
- *Chromebook*

Resources:

- *D301 Canvas*

Course Outline

Unit	Topics
<i>Career Self Assessment/ Researching Careers</i>	<i>Colleges Careers Job Application Process Student Debt/Mortgage</i>
<i>Job Interview</i>	<i>Job Interview Basics</i>
<i>Interpersonal Skills</i>	<i>Interpersonal Skills Workplace Implementation</i>

Major Course Assignments/Assessments

- *Career Portfolio*
- *Job Interview*

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- *Interpersonal Skill Presentation*

Grading Procedures:

- *Grades are based on student performance during large projects and their thought process throughout units.*

Grades will be determined by the following category weights:

Category	Percentage
<i>Projects</i>	<i>100%</i>

Late Work Policies (Please see Handbook for Absence policies.)

Timeframe for makeup work:

Students receive one extra work day per each absence day. Makeup work must be submitted, and the teacher notified, before that deadline passes.

Procedure to follow to retrieve and submit makeup work:

- 1. Check the Canvas calendar*
- 2. Review Canvas for materials*
- 3. Complete coursework*
- 4. Submit coursework*
- 5. Email instructor stating work was submitted*