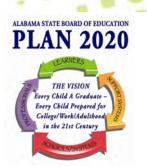
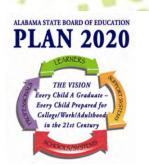


Professional Development for the Career Preparedness Course



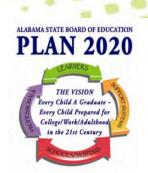


To present an overview of the new Career Preparedness Course.





WELCOME INTRODUCTIONS





SESSION OUTCOMES

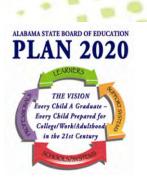
Participants will:

- Receive an overview of the Career Preparedness course.
- Become acquainted with the Plans of Instruction.
- Become aware of the FREE resources available to support effective instruction.



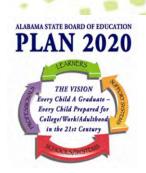


- Overview of Career Preparedness Course
- Academic Planning and Career Development
- Technology Skill Applications
- Financial Literacy
- Resources to Teach the Course
- Q & A Session





NOTEBOOK CONTENTS





Career Preparedness is the one-credit course required for graduation beginning with entering freshmen in 2013 that can be taught in Grades 9-12. The course assists in preparing students with content knowledge and skills to be college- and career-ready.

N	IEW ALABAMA HIGH SCHOOL DIPLOMA		
AREAS OF STUDY	REQUIREMENTS		
Career Preparedness	Career Preparedness Course (Career and Academic Planning, Computer Applications, Financial Literacy)		
Total Credits Required for	Graduation	24	

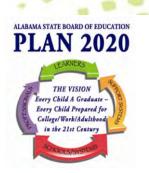




Career Preparedness (1 Credit)

Components

- Academic Planning and Career Development (7)
- Financial Literacy Knowledge (9)
- Technology Skill Applications (7)





Career Preparedness A (½ Credit)

Components

- Academic Planning and Career Development
- Financial Literacy Knowledge
- Technology Skill Applications

Career Preparedness B (½ Credit)

Components

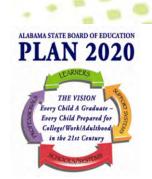
- Academic Planning and Career Development
- Financial Literacy Knowledge
- Technology Skill Applications



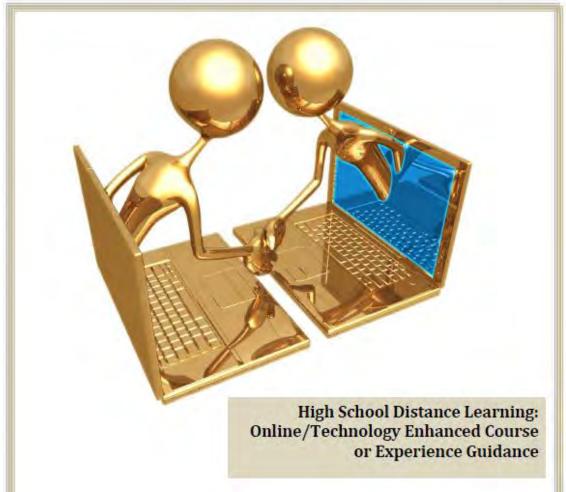


ENDORSEMENTS

- Agriscience Education
- Business Administration
- Business Education
- Business/Marketing Education
- Economics
- Family and Consumer Sciences
- General Social Science
- Marketing Education
- Mathematics



Please refer to this document for additional guidance.



Provided by: Technology Initiatives and Curriculum and Instruction Alabama Department of Education

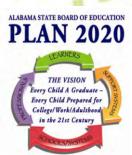




ONLINE EXPERIENCE

Definition

An online experience for this purpose is defined as a structured learning environment that utilizes technology—consistently and regularly—with Intranet/Internet-based tools and resources as the delivery method for instruction, research, assessment, and communication.





ONLINE EXPERIENCE

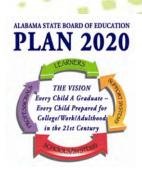
Alabama High School Graduation Requirements:

- A student may satisfy the online requirement for graduation through one or more of the following options:
 - Take an online course.
 - Participate in online experiences incorporated into courses used to fulfill requirements for graduation.



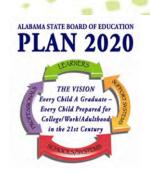
ONLINE DELIVERY FORMATS

- Web-Based Instruction Teacher Led
- Blended Enhanced Online Instruction Teacher Led





TEACHING CAREER PREPAREDNESS



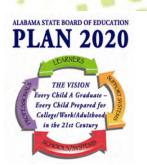
Career Preparedness Course

- Why?
- Who?
- When?
- What?
- How?





Suggested Course Outline and Pacing Chart

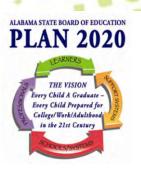


Types of Planning

Scope and Sequence Chart (Major Topics)

Unit Plans/Plans of Instruction (Major Concepts)

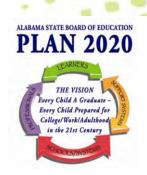
Lesson Plans (Unit Daily Lesson Plans)





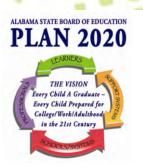
UNWRAPPING CONTENT STANDARDS

- Major Topics/Concepts (Nouns)Content
- Minor Topics/Sub conceptsContent (Nouns)
- •Skills/Instructional Strategies/Learning
 Activities/Assessments (Verbs)



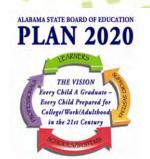


- 19. Demonstrate how to manage checking and savings accounts, balance bank statements, and online financial services.
 - Major Concept
 - Sub Concepts





19. Demonstrate how to manage <u>checking</u> and savings accounts, balance bank statements, and online financial services.





19. Demonstrate how to manage <u>checking and</u> <u>savings accounts, balance banks statements, and online financial services.</u>

Major Concepts

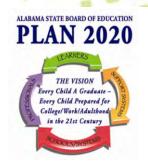
- II. Banking and Financial Institutions
 - A. Checking Accounts
 - **B.** Savings Accounts
 - C. Bank Statements
 - D. Online Financial Services



SUB CONCEPTS

A. Checking Accounts

- 1. Types of Checking Accounts
 - a. Regular
 - b. Interest-Earning Checking Accounts
- 2. Factors to Consider When Selecting a Checking Account Restrictions
 - a. Fees and Charges
 - b. Interest
 - c. Special Services
 - d. Overdraft Protection
- 3. Opening a Checking Account



4. Parts of a Check

- a. Unique Number
- b. Place to Enter Date When Written
- c. Name of Payee
- d. Place to Record the Amount of the Check
- e. Place to Write out the Amount of the Check
- f. Signature Line
- g. Routing Number
- h. Account Number

5. Using a Checking Account

- a. Check Register
- b. Check Number
- c. Date
- d. Transition
- e. Payment (Debt)
- f. Fee (Debit)
- g. Deposit (Credit)
- h. Balance

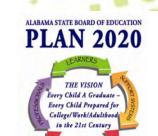


6. Writing Checks

- a. Write the Current Date
- b. Write name of the Payee Who will Receive the Check
- c. Record the amount of the payment in numerals
- d. Write the amount in words
- e. Sign the check in the same manner you signed your signature and at the bank

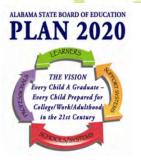
7. Making Deposits

- a. Parts of a Deposit Slip
- b. Information about Account Holder
- c. Date
- d. Name and Address of Bank
- e. Space to record check number
- f. Space to record cash deposit
- g. Subtotal
- h. Space to record Cash You want back
- i. Space to record total amount of deposit
- j. Bank routing number
- k. Bank account number
- 8. Check Clearing
- 9. Bank Statement
 - a. Reconciliation
 - b. Bank Reconciliation



19. Demonstrate how to manage a checking and savings accounts, balance bank statements, and online financial services.

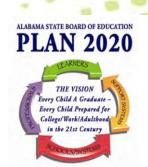
Verb



19. <u>Demonstrate</u> how to manage checking and savings accounts, balance bank statements, and online financial services.

Verb

- Skills
- Instructional Strategies
- Learning Activities
- Assessments





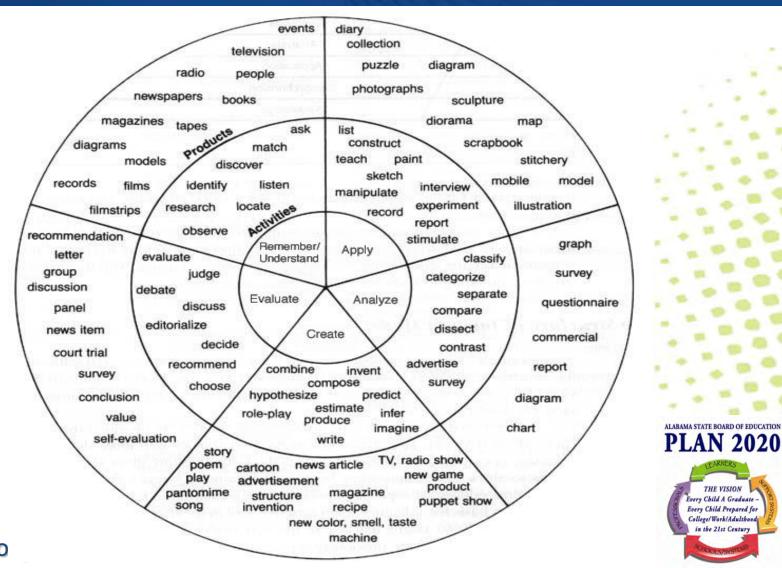




New Bloom's Taxonomy



Bloom's Taxonomy



THE VISION

Every Child A Graduate -

College/Work/Adulthoods

in the 21st Century





Demonstrate advanced technology skills, including compressing, converting, importing, exporting, backing up files, and transferring data among applications.

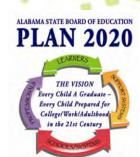
NOUN

3	П	6	Vis	
à	E	V	1	
		F		
	4			
			No.	

MAJOR IDEA

VERB

ESSENTIAL QUESTION



Demonstrate advanced technology skills, including compressing, converting, importing, exporting, backing up files, and transferring data among applications.

applications

VERB	NOUN
Demonstrate	 Advanced technology skills Compressing Converting Importing Backing up files Transferring data among



Demonstrate advanced technology skills.

ESSENTIAL QUESTION

What advanced technology skills are necessary to perform computer applications?

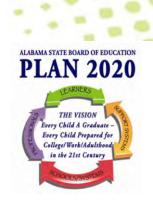






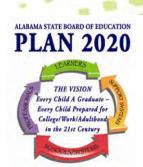
PLANS OF INSTRUCTION

TEMPLATE
DEFINITIONS
REFERENCES



POI Components

- Course Title
- Unit
- Time on Task
- College and Career Readiness Standards
- Learning Objective(s)
- 21st Century Learning Competencies
- Essential Question(s)
- Content Knowledge
- Suggested Instructional Strategies
- Suggested Materials, Equipment, and Technology Resources
- Assessment of Learning
- Sample Career Options
- Online Experience
- Unit/Course CTSO Activity
- Culminating Product
- Course/Program Credential



Academic Planning and

Career Planning in Career Preparedness

Meg Smith,

Alabama Department of Education









Goal

- Every student graduates high school with the necessary knowledge and skill to succeed in post-high school education and the workforce without the need for remediation.
 - 35% took remediation courses
 - 16% took remedial mathematics courses
 - ■6% took remedial English courses
 - 12% took remedial mathematics and English courses

Purpose

- Diploma
 - Allows the same requirements and diploma for all students from the state level, including Special Education
 - LEAs have the option of offering various endorsements/diplomas

Focus

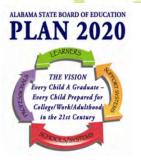
- Student's coursework
 - Clearly articulated and individualized four-yearlan 2020 high school plan

Options

Allow more flexibility for students in pursuing their interests.

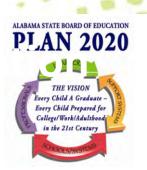
Enable more balance through equivalent course offerings, preparing students for entry into college as well as careers.





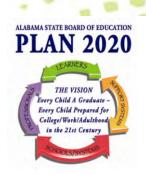
Guidance

The help all students receive from parents, teachers, counselors, community members and others to assist with educational and career development.



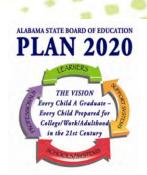
The School's Role in Academic & Career Planning

- Involve students in decision-making by providing individualized guidance, information, and resources on career pathways and opportunities for participating in workplace-learning.
- Build student capacity and provide opportunities for students to exercise leadership and civic engagement through Career Technical student organizations and student community service organization.
- Create business and industry partnerships and connect to the economic development activities of your community.
- Work collaboratively on curriculum across disciplines that is related to the work world.

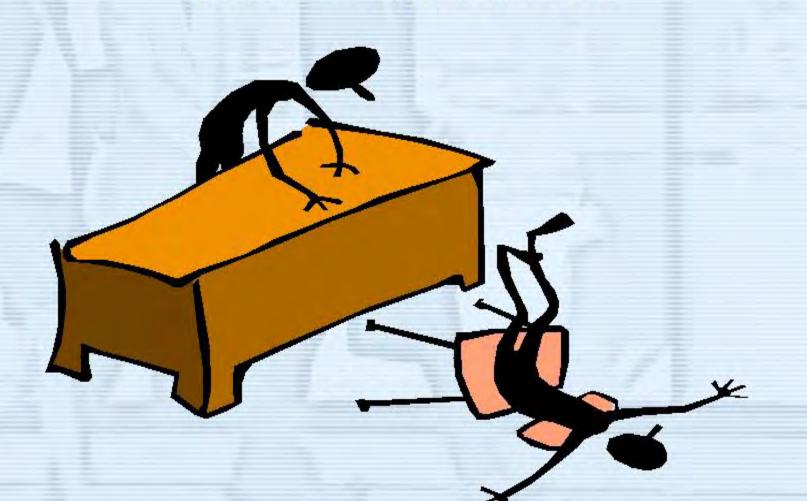


My "Career Goal"

- Go to College
- Not take "hard" courses Your Senior year should be FUN
- Make a lot of money
- Buy a nice car
- Buy a big house
- Take long vacations
- Join the Military

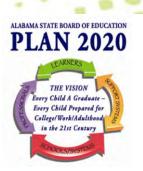


"Help me please. I am so confused. I don't know what I want to be."



A Student's Four-Year Plan

- Is based on a career goal
- Outlines high school courses needed/suggested to reach their career goal
- Outlines postsecondary education requirement to reach their career goal



ALABAMA HIGH SCHOOL DIPLOMA

AREAS OF STUDY	REQUIREMENTS
English Language Arts	English 9, 10, 11, and 12 or any AP/IB/postsecondary equivalent option of these courses

or CTE/AP/IB/postsecondary equivalent courses

AP/IB/postsecondary equivalent courses.

Alabama Course of Study: Health Education

Applications, Financial Literacy)

complete two courses in sequence.

World History, U.S. History x 2, and Government/Economics or

Career Preparedness Course (Career and Academic Planning, Computer

One JROTC credit may be used to meet this requirement

equivalent courses.

LIFE (Personal Fitness)

Biology and a physical science

Mathematics

Science

Social Studies

Physical Education

Health Education

Career Preparedness

CTE and/or Foreign

Education **Electives**

Language and/or Arts

Total Credits Required for Graduation

Algebra I, Geometry, and Algebra Ii w/ Trig or Algebra II, or their equivalent.

Additional course(s) to complete the four credits in mathematics must be chosen

from the Alabama Course of Study: Mathematics or CTE/AP/IB/postsecondary

The third and fourth science credits may be used to meet both the science and CTE

course requirement and must be chosen from the Alabama Course of Study: Science

Students choosing CTE, Arts Education, and/or Foreign Language are encouraged to

CREDITS

4

0.5

3

2.5

24

Content Standard 5

Investigate the postsecondary/higher education admissions process, including completing admission and financial aid applications (e.g., Free Application for Federal Student Aid (FAFSA), grants, loans, scholarships, personal financing).

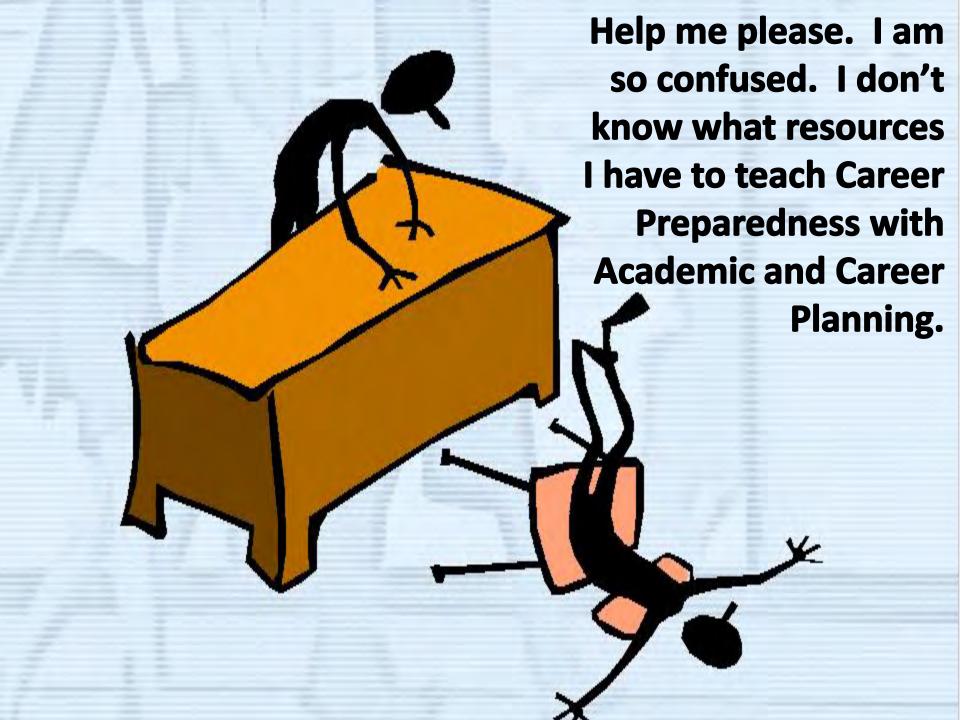
Content Standard 5

Course Content Standard(s) 5. Investigate the postsecondary/higher education admissions process, including completing admission and fina aid applications (e.g., Free Application for Federal Student Aid (FAFSA), grants, loans, scholarships, personal financing). College and Career Readiness Standards (Teachers should select the appropriate grade span standard(s) as it pertains to reading and writing.) Reading Standards for Literacy in Science and Technical Subjects 6-12 or Reading Standards for Literacy in History/Social Studies, Science, and Technical Subjects 6-12 5, 9 The student will: 1. Determine the different types of postsecondary education	CAREER PREPAREDNESS				
A colurse Content Standard(s) aid applications (e.g., Free Application for Federal Student Aid (FAFSA), grants, loans, scholarships, personal financing). **College and Career Readiness Standards** (Teachers should select the appropriate grade span standard(s) as it pertains to reading and writing.) Reading Standards for Literacy in Science and Technical Subjects 6-12 Or Reading Standards for Literacy in History/Social Studies, Science, and Technical Subjects 6-12 5, 9 The student will: **Teachers should select the appropriate grade span standard(s) as it pertains to reading and writing.) Standards for Mathematical Practice Standards for Literacy in History/Social Studies, Science, and Technical Subjects 6-12 The student will:					
A colurse Content Standard(s) aid applications (e.g., Free Application for Federal Student Aid (FAFSA), grants, loans, scholarships, personal financing). **College and Career Readiness Standards** (Teachers should select the appropriate grade span standard(s) as it pertains to reading and writing.) Reading Standards for Literacy in Science and Technical Subjects 6-12 Or Reading Standards for Literacy in History/Social Studies, Science, and Technical Subjects 6-12 5, 9 The student will: **Teachers should select the appropriate grade span standard(s) as it pertains to reading and writing.) Standards for Mathematical Practice Standards for Literacy in History/Social Studies, Science, and Technical Subjects 6-12 The student will:					
Reading Standards for Literacy in Science and Technical Subjects 6-12 or Reading Standards for Literacy in History/Social Studies 6-12 5,9 The student will:					
Reading Standards for Literacy in Science and Technical Subjects 6-12 or Reading Standards for Literacy in History/Social Studies, Science, and Technical Subjects 6-12 5,9 The student will:					
Literacy in Science and Technical Subjects 6-12 or Reading Standards for Literacy in History/Social Studies, Science, and Technical Subjects 6-12 5,9 The student will: Standards for Literacy in History/Social Studies Studies or Mathematical Practice Standards for Mathematical Practice Standards for Mathematical Practice Standards for Mathematical Practice Studies or Mathematical Practice Standards for Mathematical Pract					
or Reading Standards for Literacy in History/Social Studies, Science, and Technical Subjects 6-12 5, 9 The student will: Standards for Literacy in History/Social Standards for Mathematical Practice Standards					
6-12 5, 9 3 4, 5 The student will:	e				
5, 9 3 4, 5 The student will:					
The student will:	1				
The student will: 1. Determine the different types of postsecondary education. 2. Compare the admissions requirements of different types of postsecondary/higher education institutions. 3. Complete postsecondary/higher education admissions applications. 4. Examine the different types of Financial Aid. 5. Complete a sample FAFSA application. 6. Compare cost and methods of payment for postsecondary education. 7. Create Power Point Presentations to analyze college cost and financial aid.					
PLAN 2020					
21st Century Critical Thinking Communication Collaboration Creativity Source: Partnership for 21st Century (www.p21.org/)	Skills				
What kind of postsecondary educational opportunities does your career require? How do you apply for admission to college? How do you complete the financial aid process for college?					

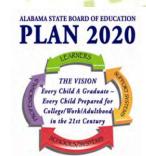
		Content Knowledge	Suggested Instructional Activities	Suggested Materials, Equipment, and Technology Resources
İ	I.	Postsecondary/Hig	Students complete paper applications for admission to a	Kuder Lesson Plan: Postsecondary
		her Education	local college.	School Planning
		Admissions		www.alcareerinfo.org
				Paper Admissions Applications from
				a local college Pens
			Students search college web sites for admission	rens
	A.	Applications for	requirements and an electronic applications for admission	Computer lab with Internet access
		college admission	to a 2 year college and 4 year college or university –	Alabama Career Information
	1.	Two-year colleges	www.alcareerinfo.org and ACPS- Kuder section.	Network Life After High School tab
	2.	Four-year colleges		and the Alabama Career Planning
			Students will research how much their post-secondary	System (Kuder) or print college
			education will cost depending on career choice, college choice, and financial situation.	catalogues if available
	A.	Financial aid		Computer lab with Internet access
		process	College web sites for tuition, educational degree	Alabama Career Planning System
	1.	FAFSA 4 Caster	requirements, and other cost factors. College catalogues	(Kuder)
	2.	Scholarships	may also be used if provided by the college.	Microsoft Office Power Point
	3.	Student Loans	W/-1, -:4-1:-1-4-:	Duinti
	4.	Grants	Web site link to investigate: "How to Complete the FAFSA?"	Print versions of both state and national college catalogues
			Federal Student Aid Guide	ALABAMA STATE BOARD OF EDUCATION
			Tederal Stadent Tita Garde	PLAN 2020
			Students will create Power Point Presentations	LEARNERS
			demonstrating knowledge of different methods of paying	Paper copy of the financial Aid
			for college.	estimator College/Workfadultbood ja the 21st Century
3	alca	reerinfo.org		Paper copy of the FAFSA
0.0				

Assessment of Learning	 Formative Assessments (AQTS 2.8) College Application Completion Power Point Presentation Discussion Class Participation 	Summative Assessments (AQTS 2.9) • Post-Secondary Educational Plan • Credential or certification for career			
Sample	Registrar, Admissions Counselor, Financial Planner, School Counselor				
Career					
Options					
Online	Does this lesson address the required online experience? Yes No				
Experience	If yes, please indicate length of time in minutes. 90 minutes				
Unit/Course					
CTSO	Community Service through CTSO activities may lead to scholarships and				
Activity	resume enhancement.				
(if	Tesame cimaneciment.				
applicable)					
Culminating	Power Point Presentation - College Admi	esion Applications and Financial Aid			

Culminating	Power Point Presentation – College Admission Applications and Fir	nancial Aid
Product	Process	PLAN 2020
	Completed application uploaded to electronic portfolio	LEARNERS
Course/Prog	gram Credential(s): Credential Certificate Other:	Every Child Prepared for College(Work/Adulthoods
alcareerinfo	o.org	in the 21st Century

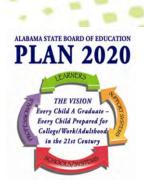






Alabama Career Information Network

- Professional Development Information
- Career Planning
- Financial Aid
- College and University Information
- Sample 4-year Plans for Alabama students
- SUCCESS guides for download
- On The Job videos
- Alabama Career Planning Network
 - Kuder Navigator System (Grades 6 12)
 - Electronic portfolio
 - Electronic 4-year Educational Plan
 - Lesson Plans
- Cluster Brochures and Posters





ALABAMA CAREER **IFORMATION NETWORK**

Home

Career Planning

Financial Aid

After High School

Resources



SELECT LANGUAGE

Career Tech +

ACIN + | Tech Prep +

Search our site:



Education & Career Planner: THE ANSWERS YOU NEED TO

This website is your gateway to valuable career exploration activities and coll information.

WHERE DO I START?

STUDENTS: Get Started!

PARENTS: Plan Your Child's Future!

COUNSELORS: Guide Your Students!

EDUCATORS: Help Your Students!



Latest Announce

Career Preparedness Course New! Information can be found here.

Career Planning System

View information about both face to face and web based training for the Alabama Career Planning System - Kuder.

Alabama Hot Jobs!

Alabama's Hot 40 Demand Occupations

Lists skills, education requirements, salaries, job descriptions, and average openings for each occupation

















Career Planning

In today's competitive, fast-paced work environment, it is important to start thinking about your career future now! Every Alabama student deserves a chance to participate and excel in the global workplace. These resources can help you discover the career that best fits your interests and talents.

- On The Job TV is designed to give Alabama citizens a look at jobs available to them.
- Alabama SUCCESS Guides will help you map out a successful education plan.
- Four-Year Education Plans outline courses for careers within each cluster.
- Career Discovery Activities include career-related lesson plans.
- Career Interest Inventory can help people discover work activities and occupations they like.
- Colleges and Universities in Alabama
- Career Forward is an online course that will help students choose a career.

Affording Higher Education

Affording Higher Education is a book of financial aid programs for Alabama students pursuing a higher education.

Exploring Careers

This site is designed to give a quick introduction to careers for students.









Affording Higher Education

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Making the Difference Video

NASDCTEc recently has created a video, CTE: Making the Difference, which underscores CTE's achievements and potential to help our nation in this global economy.

Go Build Alabama

Created by the Alabama Construction Recruitment Institute, the Go Build campaign is designed to educate young people on the value of learning a trade, dispel their misconceptions about the construction industry and inspire them to consider building a career as a skilled construction tradesman. Through this advertising, public relations and social media campaign, ACRI aims to provide better opportunities for construction tradesmen, more highly skilled employees for construction businesses and enhanced economic development for Alabama and the nation.

The Futures Channel

The Futures Channel provides great videos and information that links scientists, engineers, explorers and visionaries with today's students.

State Scholars Initiative

A new pilot program "State Scholars Initiative" will begin this fall. Pilot programs will be conducted in Dothan, Jefferson County, and Winston County. Approximately 6 schools will be targeted in these areas. The program partners business people with 8th grade students and will follow the students until graduation. The purpose of the program is for students to obtain an advanced dinloma (academic and career tech) and he college and career ready by graduation. Rusiness nartners in the community will







ALABAMA CAREER INFORMATION NETWORK



Career Planning Financial Aid After High School **ACPS Kuder** Home Resources SELECT LANGUAGE | W Go Search our site: Career Tech - | ACIN - | Tech Prep -

Four Year Education Plans

Four-Year Education Plans outline courses for careers within each cluster.

The files below are in PDF format. Files are also available in Microsoft Word .DOC Format and Microsoft Word .DOCX Format.

Agriculture, Food, & Natural Resources - Power, Agribusiness Systems Pathway

Agriculture, Food, & Natural Resources - Power, Animal Systems Pathway

Agriculture, Food, & Natural Resources - Power, Environmental and Natural Resources Pathway

Agriculture, Food, & Natural Resources - Power, Plant Systems Pathway

Agriculture, Food, & Natural Resources - Power, Structure & Technology Pathway

Agriculture, Food, & Natural Resources

Architecture & Construction

Arts, AV, & Communication

Business, Management, & Administration

Education & Training

Finance

Government and Public Administration

Health Science

Hospitality and Tourism

Human Services

Information Technology

Law, Public Safety, Corrections, & Security

Manufacturing - Maintenance

Manufacturing - Production

Markatina

Done





Business, Management, and Administration Cluster Sample Education Plan

	ENGLISH	MATH	SCIENCE	SOCIAL STUDIES	OTHER REQUIRED COURSES	CAREER A	ND TECHNICAL COURSES
9" GRADE	English 9	Algebra I	Physical Science	World History to the Present	Physical Education -1	Business Technolog Applications	" Multimedia Design
1011 GRADE	English 10	Geometry	Biology	United States History to 1877	Health – 1/2 Fine Arts – 1/2	 Business Essentials Commerce Communication 	Support and Services
11 TH GRADE	English 11	Algebra II with Trig	Chemistry	United States History from 1877 to the Present	Computer Application – 1/2 Foreign	Application – 1/2 Foreign Annagement Principles Business Finance Information Technology	oles and Support Commerce Communication
1211 GRADE	English 12	Pre-Calculus or Calculus or Higher Level Mathematics	Physics	Economics/ United States Government	Language I Foreign Language II	Support and Service Computer Managen and Support Business Technolo Applications—Adva	Law In Society Management Principles
COLLEGE	Cluster/ Course	Degree/Certification Work		Cluster/Degree/Certifica Course Work	tion • Cluster Course	Degree/Certification Work	Cluster/Degree/Certification Course Work
				Degree completo		earee completion	Degree completion requirements



The Alabama Career Planning System- Kuder







ALABAMA CAREER INFORMATION NETWORK



Go

Home Career Planning Financial Aid After High School Resources ACPS Kuder

SELECT LANGUAGE ▼ Career Tech → | ACIN → | Tech Prep → | Search our site:

Alabama Career Planning System

LOGIN NOW!

The Alabama Career Planning System provides education and career planning resources to help you build a successful future. Whether you're searching for higher education or training, exploring career options, or creating a professional portfolio of materials for the job search, the system can provide you with the tools you need.

Students

With the Alabama Career Planning System you can plan for education and prepare for careers by learning about your interests, skills, and work values and exploring your options using a variety of interactive tools.

Counselors/Educators

The Alabama Career Planning System provides the Kuder Administrative Database Management System to assist educators with connecting directly with students and making informed, real-time educational program decisions.

Students · Parents · Counselors · Educators · About ACIN · ACIN Partners · Site Map

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Phone: 334-242-9111 · Fax: 334-242-0234 · Email: webmaster@alcareerinfo.org







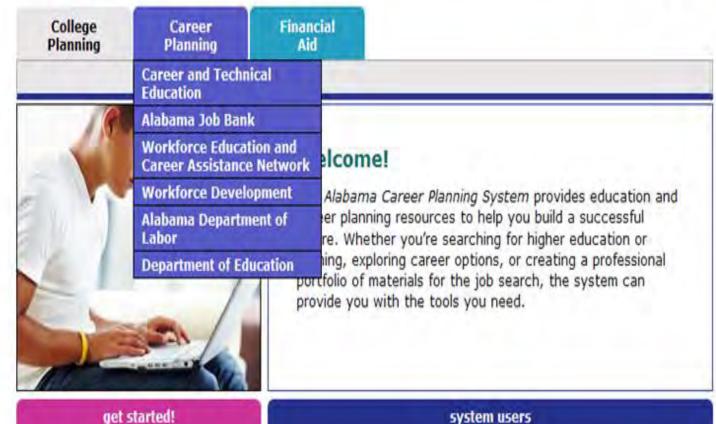






ALABAMA CAREER PLANNING SYSTEM







ALABAMA CAREER PLANNING SYSTEM



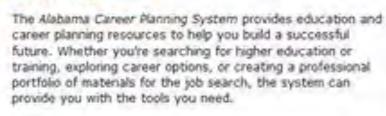
College Planning Career Planning Financial Aid

Paying for College

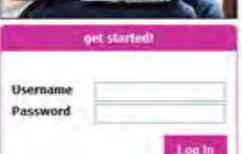
Student Aid Programs

Prepaid Alfordable College Teltion Program

as electines



system users







20



ALABAMA CAREER PLANNING SYSTEM



Home

Learn About Myself

Explore Occupations

Plan for Education

Plan for Work

Find a Job

My Portfolio



My Profile

User Name: LoriBecker5

E-mail: beckerl@kuder.com

Edit >

a

Messages

New Messages: (0)

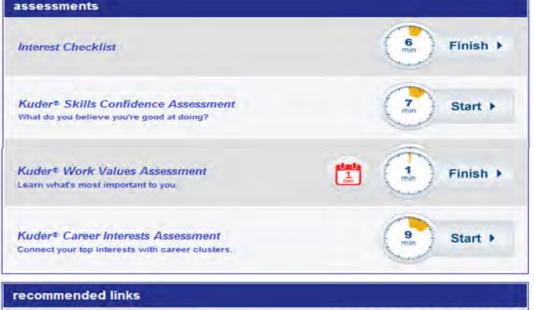
Received Messages: (0)

Check Messages >

Welcome to Kuder Navigator!

Ready to explore your education and career options? Begin making decisions about your future by choosing one of the menu items at the top of the page. You can start wherever you want to - take an assessment, explore occupations, or manage your career goals in My Portfolio

Keep an eye on your Assessments and any Recommended Links below. These will help you keep on track with your career planning.



complete my profile

Click on any of the following options to quickly and easily complete your profile:

Land Line Numbers

career planning timeline

Completed tasks: 12 %



Check out the tasks on your Career Planning Timeline for high school.

note taker



Keep track of dates, meetings, and events important to your education and career planning.

Go 🕟



Des Moines Area Community College

Sample

volunteer match

(Recommended by Lori's Test Site)

(Recommended by Lori's Test Site)

(Recommended by Lori's Test Site)

kuder navigator

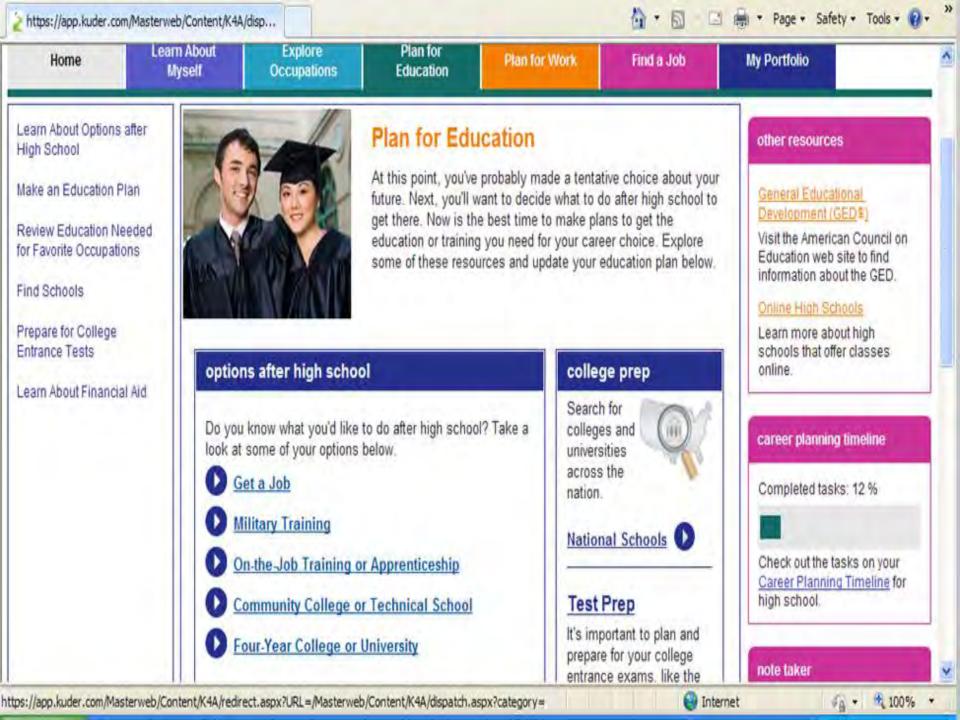
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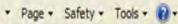
Myself













поше

My Profile

User Name: LoriBecker5

E-mail: beckerl@kuder.com



Messages

New Messages: (0)

Received Messages: (0)

Check Messages >

Career Planning Timeline

Occupations

This timeline tells you which activities you should complete in Kuder* Navigator at each grade level. Be sure to complete those for the grade you're in now. Just click on the activity to do it. Please check off each task after you have completed it.

Education

High School Tasks

9m Grade Tasks

COMPLETED	TASK
V	1. Take, retake, or review results of the Kuder Career Interests Assessment.
V	2. Explore occupations in the top 5 pathways from your Kuder® Career Interests Assessment score report.
V	3. Make a tentative selection of the pathway(s) of your highest interests
V	4. Review your options after high school
	5. Review sample plans of study
	6. Review or update your education plan
	7. Update your portfolio.



Completed tasks: 12 %



Check out the tasks on your Career Planning Timeline for high school.

note taker



Keep track of dates, meetings, and events important to your education and career planning.

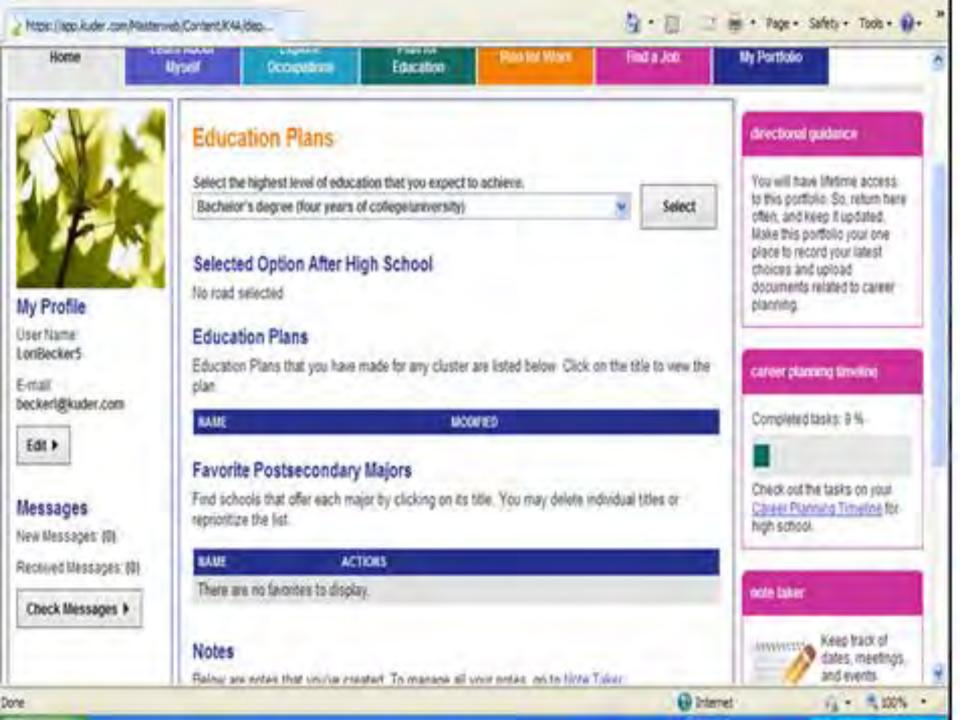


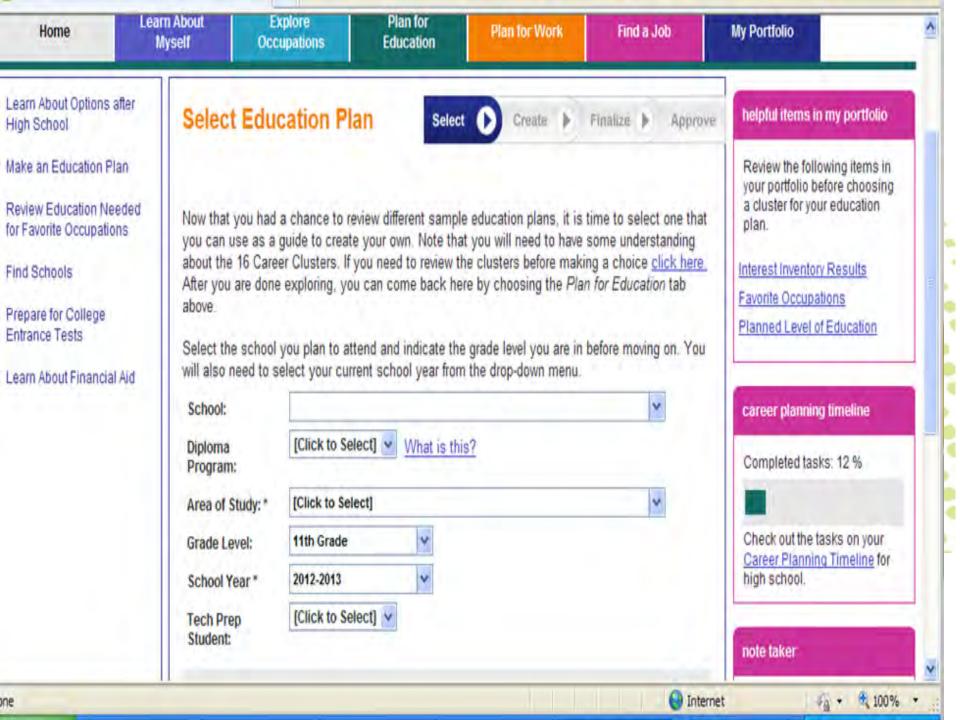










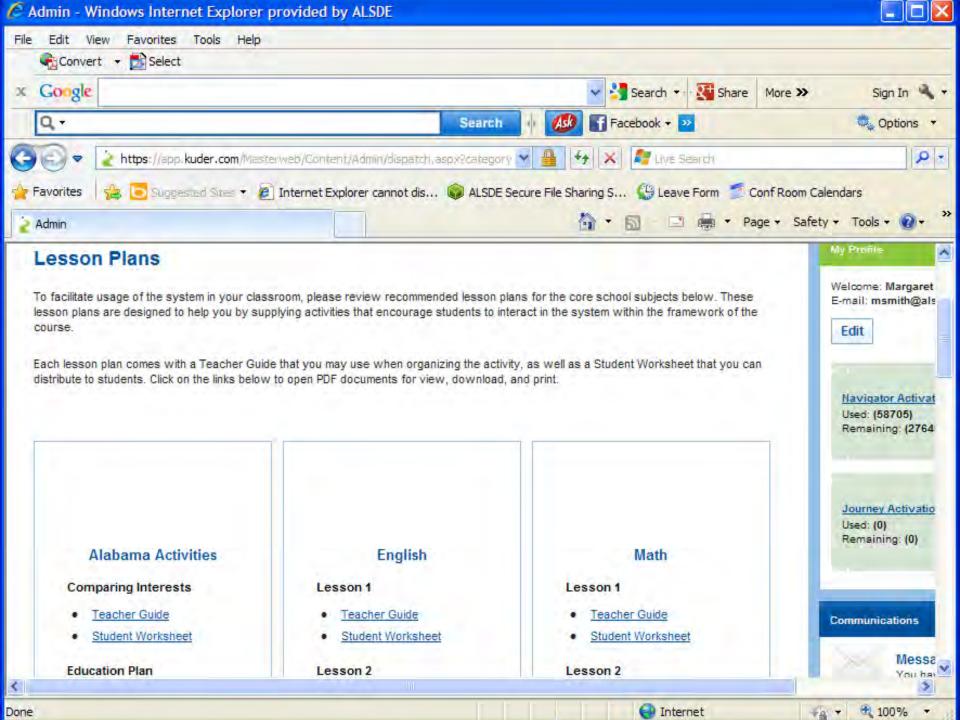


After the Interest Inventory and the Aptitude Assessment, what are the next steps?

- Research and Planning
 - How do interests and aptitudes link to careers?
 - What are career clusters and pathways?
 - What does a career cluster, a pathway or an occupation require?
 - How do I meet those requirements?
 - What can I do in high school to make the road to my career smoother? PLA









Title: Learning About Postsecondary Institutions

Overview/Annotation: Students will research postsecondary institutions and learn how to contact them to make a visit.

Content Standard(s): Counseling and Guidance

Local/National Standard(s): Grade 11, Standard 11: Learning Effectively: Contact postsecondary institutions for visits.

Primary Learning Objective(s): Students will learn how to search a national postsecondary database, identify some schools of high interest, and research them further, including scheduling a visit.

Additional Learning Objective(s): Students will learn how postsecondary schools differ from one another.

Approximate Duration of the Lesson: 60 minutes

Materials and Equipment: A worksheet titled Postsecondary School Planning (included as an attachment), one copy per student.

Technology Resources Needed: Each student needs access to Kuder® Navigator at www.alcareerinfo.org for at least one hour from school, home, or a local library.

Background Preparation: Your students should all have individual accounts on www.alcareerinfo.org. If they don't, you can get their login information from your *Kuder®*Administrative Database Management System, or check with your site administrator (typically your careers teacher or school counselor). Even if students only have their user names, they can reset their passwords. Although the worksheet is self-explanatory, you may wish to go through the steps yourself prior to leading students through the activity in case they need assistance. This activity will be more useful if students complete the Postsecondary School Planning Worksheet prior to using Navigator. Discussion of this worksheet by the student with parents and school counselor in advance of this activity would make it even more useful.

Procedures/Activities: Students will follow the steps on the worksheet to navigate the system and complete the lesson.

Attachments: A student worksheet titled *Postsecondary School Planning*. Each student needs a copy.

Assessment Strategies: Teachers or school counselors could ask individual students to describe in detail the two or three schools that they are most seriously considering.

Extension: Plan a field trip to local postsecondary schools and/or invite representatives to come to the high school to meet students who have selected their schools as favorites.

Remediation: Students may need assistance from parents and/or school counselor to make decisions about some of the characteristics they use to search for postsecondary schools.



Postsecondary School Planning: Student Worksheet

The goal of this activity is to help you research postsecondary schools and education options as well as contact those schools to make a visit.

Ranking Characteristics

There are many factors to consider when narrowing the list of postsecondary school options. To help you determine which ones are most important to you in selecting a school, read the characteristics below. Then, mark your most important characteristic by putting the number 1 in the line next to the characteristic title. Continue this process with all eight characteristics, placing a 2 next to your second most important characteristic, and so on. These characteristics align with those used to narrow your search results in *Kuder® Navigator*.

Geographic Location: Select the state or region in which you wish to attend school.
Setting: Determine the type of setting (city, suburb, town, rural, etc.) in which you wish to attend school.
Type of Degree: Identify the type of degree (associate degree, bachelor's degree, etc.) the school you plan to attend must offer.
Enrollment: Choose what size of school you wish to attend based on student enrollment.

_ Enrollment: Choose what size of school you wish to attend based on student enrollment.
_Control of School: Determine if you want to attend a public or private school, including profit status and religious affiliation, if applicable.
_Admission Test Requirements: Write in your test scores if you have taken the SAT® or ACT®.
_ Cost: Enter tuition, fee, and room & board ranges depending on the cost you expect to contribute toward your education.
_ Majors: Select a broad major area that you intend to study in school. Then, choose a specialty area within that major, if applicable

Finding Schools

- Go to <u>www.alcareerinfo.org</u>. Click on the ACPS KUDER tab then "Login Now!" Enter your user name and password, then click Log In.
- Click on the Plan for Education top navigation tab and select Find Schools from the left navigation menu.
- Using the plus signs, expand each characteristic to narrow the list of possible schools in your search. Begin with the characteristic you ranked above as most important, continuing until the total schools available that meet your search criteria is narrowed to approximately 10 schools.

- Click See list once you have chosen all of your desired characteristics.
- Click on a school name to view information for that institution. To save a school to your portfolio, click on the star in the upper left corner.
- Review the information about the school, using your browser's back button to return to your school list. Keep researching schools until you can find at least five schools you wish to save to your portfolio.

Contacting Schools

•	Click on the My Portfolio top navigation tab. Scroll down to the section titled review your
	favorites and click on Schools.

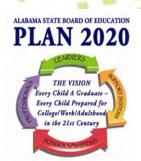
of each school, arrange the schools in your order of preference he	

 Beginning with the school that interests you most, click on each school title to find contact information for that institution. Call, email, or write to at least three of your top five schools to request more information and/or set up a college visit.

Content Knowledge

- I. Postsecondary/Higher Education Admissions
- A. Applications for college admission
- 1. Two-year colleges
- 2. Four-year colleges

- A. Financial aid process
- 1. FAFSA 4 Caster
- 2. Scholarships
- 3. Student Loans
- 4. Grants



Suggested Instructional Activities

Students complete paper applications for admission to a local college.

Students search college web sites for admission requirements and an electronic applications for admission to a 2 year college and 4 year college or university – www.alcareerinfo.org and ACPS- Kuder section.

Students will research how much their post-secondary education will cost depending on career choice, college choice, and financial situation.

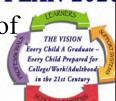
College web sites for tuition, educational degree requirements, and other cost factors. College catalogues may also be used if provided by the college.

Web site link to investigate:

"How to Complete the FAFSA?"

Federal Student Aid Guide

Students will create Power Point Presentations demonstrating knowledge of different methods of paying for college.



Suggested Materials, Equipment, and Technology Resources

Kuder Lesson Plan: Postsecondary School Planning <u>www.alcareerinfo.org</u>
Paper Admissions Applications from a local college
Pens

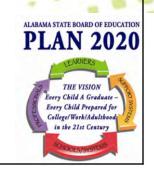
Computer lab with Internet access

Alabama Career Information Network Life After High School tab and the Alabama Career Planning System (Kuder) or print college catalogues if available

Computer lab with Internet access Alabama Career Planning System (Kuder) Microsoft Office Power Point

Print versions of both state and national college catalogues

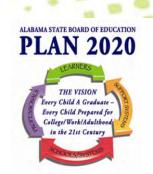
Paper copy of the Financial Aid Estimator Paper copy of the FAFSA





Help with Alabama Career Planning System - Kuder

Where do I go? www.alcareerinfo.org





ALABAMA CAREER INFORMATION NETWORK



Career Planning Financial Aid After High School Home **ACPS Kuder** Resources Go SELECT LANGUAGE | T Search our site: Career Tech + | ACIN - | Tech Prep -

Alabama Career Planning System

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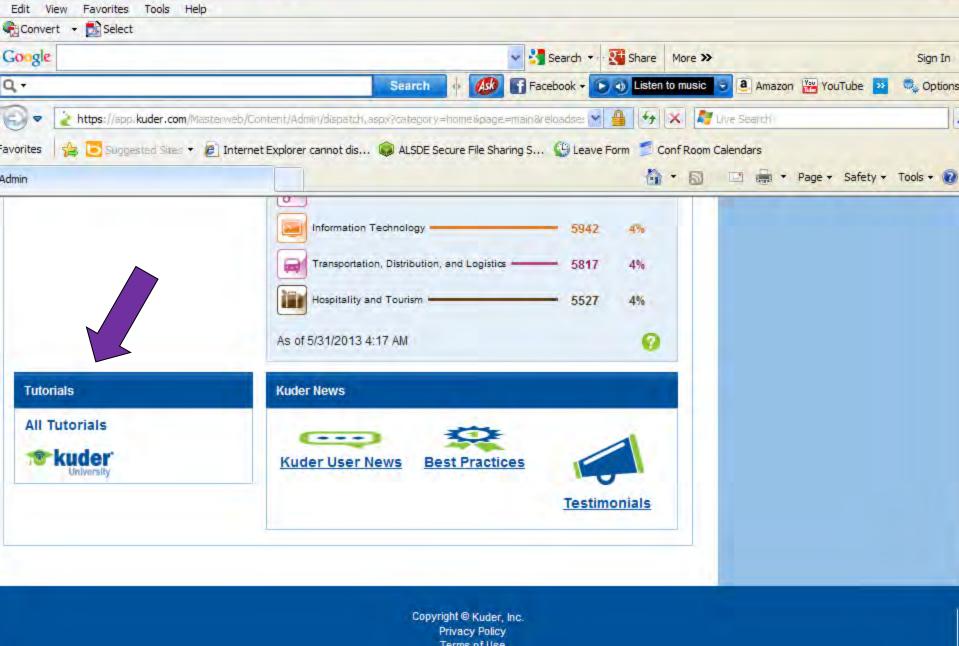
Phone: 334-242-9111 · Fax: 334-242-0234 · Email: webmaster@alcareerinfo.org







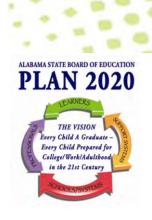




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TECHNOLOGY SKILL APPLICATIONS

- 20 Hour Online Experience
- Plans of Instruction



CAREER PREPAREDNESS

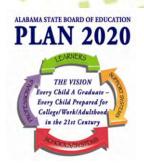
Unit	Technology Skill Applications		Time on Task: 5 Hours/300 Minutes	
Course Content Standard(s)	Diagnose problems with hardware, software, and advanced network systems. Examples: printer, projector, power supply, task manager, network connectivity			
	(Teachers should sele	College and Career Readiness Standards act the appropriate grade span standard(s) as it pertains to	o reading and writing.)	
and Technical Standards for I	rds for Literacy in Science Subjects 6-12 <u>or</u> Reading Literacy in History/Social Studies 6-12	Writing Standards for Literacy in History/Social Studies, Science, and Technical Subjects 6-12	Standards for Mathematical Practice	
2., 4., 10.		4.		
Learning Objective(s)	Demonstrate hardware,	vare, and advanced network systems components. software, and advanced network systems preventive n hardware, software, and advanced network systems		
1 st Century Competencies	☐ Critical Thinking ☐ Comm	nunication 🛛 Collaboration 🖂 Creativity	Source: Partnership for 21st Century Skills (www.p21.o	
ssential Duestion(s)	How does preventive mainter How do you troubleshoot har How do you troubleshoot sof How do you troubleshoot adv	nance impact productivity? dware? tware?		

	Content Knowledge	Suggested Instructional Activities	Suggested Materials, Equipment, and Technology Resources
I.	Computer set-up	Students will observe teacher demonstration of a computer system set-up. Students will watch the video What's Inside My Computer at http://computer.howstuffworks.com/inside-computer.htm .	Computer and Components Internet Video: What's Inside My Computer
II.	Hardware A. Central Processing Unit (CPU) B. Peripheral Devices C. Input/Output Devices D. Other	Students will complete the computer hardware crossword puzzle at http://www.catawba.k12.nc.us/pages/sites/edwebsites/computerskills/onlineactivities.htm . Students will read informative and helpful articles to learn quick tips for troubleshooting computer problems using the Computer Tips website. Teacher will role play as a customer with a malfunctioning computer. Students will work in groups to troubleshoot computer issues utilizing information from Computer Troubleshooting for Teachers and Students at http://webpage.pace.edu/ms16182p/troubleshooting/home.html . Each group will prepare a statement of diagnosis and recommend solution(s) utilizing word processing software.	Computer Internet Malfunctioning Computers Word Processing Software Printer Crossword Puzzle on Computer Hardware Informative Texts on Computer Tips Computer Troubleshooting for Teachers and Students
III.	A. Operating Systems B. Applications	Students will utilize software Help feature to troubleshoot and resolve hypothetical issues provided by the teacher. Students will utilize technology to produce a clear and coherent report summarizing the process used to resolve the issues. Examples of hypothetical issues: Operating Systems – browser freezes, memory low, content will not display, update needed, browser will not start, etc.; Applications – changing line spacing, creating tables, mail merge, saving file type, changing design and/or layout, creating distribution lists, adding a contact, folder cleanup, adding animation, viewing slides, inserting graphics/images, etc.	Software Computer Printer Hypothetical Issues
IV.	Advanced Network Systems	Students develop an understanding of advanced network systems after viewing the video Networking at http://teachertube.com/viewVideo.php?video_id=79156&title=Networking&vpkey=&album_id= . Students will diagnose hypothetical network connectivity problems utilizing Computer Troubleshooting for Teachers and Students Networking	Computer Internet Video: Networking Hypothetical Network Connectivity Problems

	Section at http://webpage.pace.edu/ms10	5182p/troubleshooting/network.html.	
Assessment of Learning	Formative Assessments (AQTS 2.8) • Hardware Quiz Part A • Hardware Quiz Part B • Hardware Vocabulary Crossword • Class Participation		
Sample Career Options	Computer Support Specialist, Customer Service Representative Support, Information Center Specialist, User Support Analyst	e, Help Desk Representative, Network Technician, Information Technology	
Online Experience	Does this lesson address the required online experience? Yes No If yes, please indicate length of time in minutes. Click here to enter text.		
Unit/Course CTSO Activity (if applicable)	Competitive Event (if applicable). Members assist with computer troubleshooting and repairs as a school and/or community service project.		
Culminating Product	Students will prepare a troubleshooting pamphlet for one of the	e following: hardware, software, or advanced network systems.	
Course/Program	Credential(s): Credential Certificate Other:		

STANDARD 13

- Participate in online experiences incorporated into courses used to fulfill requirements for graduation.
 - **3**, 6, & 11
 - **4**, 5, 7, & 9



CAREER PREPAREDNESS

	1		
Unit	Technology Skill Applications		Time on Task: 20 Hours/1200 Minutes
Course Content Standard(s)	forecast innovations. a. Demonstrate profice communications (e. 13. Utilize an online learning-m	enomic, environmental, and political effects, and tremency in the use of emerging technology resources, in g., desktop conferencing, mobile technology, listservanagement system to engage in collaborative learning tonal classroom that are goal-oriented, focused, propositional classroom that	ys, blogs, virtual reality, online file sharing). ng projects, discussions, assessments beyond the
	(Teachers should sele	College and Career Readiness Standards ct the appropriate grade span standard(s) as it pertains to	o reading and writing.)
Reading Standards for Literacy in Science and Technical Subjects 6-12 or Reading Standards for Literacy in History/Social Studies 6-12		Writing Standards for Literacy in History/Social Studies, Science, and Technical Subjects 6-12	Standards for Mathematical Practice
Learning Objective(s)	 Demonstrate knowl Demonstrate knowl Demonstrate unders Demonstrate unders 	ency in using online learning system (Moodle, Edmedge of social and cultural norms for online learning edge of personal learning environments and how to itanding of technology influences, impacts, and innotanding of current and emerging trends within perso	ncorporate emergent technologies vations nal technology
	Demonstrate awares	ness of technology trends and how to forecast innova	itions
21st Century	Let an Agree on Sales		
Competencies		nunication Collaboration Creativity environments for personal and group learning?	Source: Partnership for 21st Century Skills (www.p21.org/)
Essential Question(s)	What are the cultural norms for What is a personal learning envi What is the relationship of techr What is my relationship with tech	online personal and community learning? ronment and why do we need one? sology to cultural, social, economic, environmental,	and political factors?

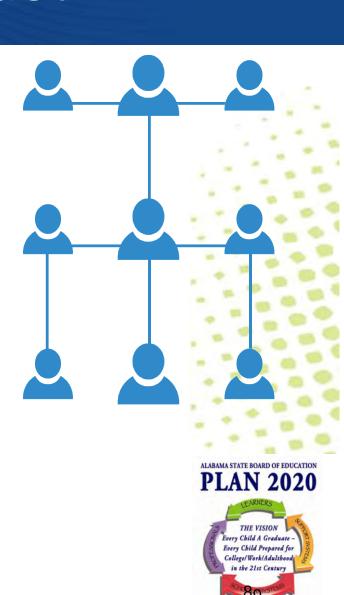
Teacher will set up an Edmodo account and create online classroom. Take time to become familiar with how to use Edmodo as this will be one of the first learning opportunities for students. Additionally the teacher should set up the free Edmodo App "EdCanvas" or an EdCanvas account. This will be used to link lessons. NOTE: A goal of online learning is to become a self directed learner. Realizing some students may not be quite there it is beneficial for the teacher to incorporate polls or other activities as "Bell Ringers". This will allow students time to log in and get situated prior to online class beginning. Edmodo has many free and paid Apps available to teachers that may be incorporated as a Bell Ringer. Example Apps: Cipher Force, My Vocabulary, Dogo Books, Area Perimeter, Arithmetic Games, etc.	Content Knowledge	Suggested Instructional Activities	Suggested Materials, Equipment, and Technology Resources
D A - C1A	Foundational (Prior to class beginning)	create online classroom. Take time to become familiar with how to use Edmodo as this will be one of the first learning opportunities for students. Additionally the teacher should set up the free Edmodo App "EdCanvas" or an EdCanvas account. This will be used to link lessons. NOTE: A goal of online learning is to become a self directed learner. Realizing some students may not be quite there it is beneficial for the teacher to incorporate polls or other activities as "Bell Ringers". This will allow students time to log in and get situated prior to online class beginning. Edmodo has many free and paid Apps available to teachers that may be incorporated as a Bell Ringer. Example Apps: Cipher Force, My Vocabulary, Dogo Books, Area Perimeter, Arithmetic Games,	laptop, or tablet), and access to Edmodo http://help.edmodo.com/wp-

A. Online Learning	Day 1: Introduction to Edmodo The first day is all about introduction. Teachers should complete the following with their students-	Access to Edmodo and internet capable device (incl. computer, laptop, or tablet) Pre-made cards for students to write down username and password
	 Preview how to use Edmodo (student and teacher side) Give students the Class Code generated by Edmodo Assist them with setting up and account and joining the class Walk students through setting up their profile and how to operate the wall including how to find assignments, quizzes, polls, etc. Allow students to complete profiles and have guided play with teacher on wall and answering polls (this gives them better familiarity with the system) Day 2: Unit Expectations POST: Note w/ Bell Ringer Activity This will be very helpful as it will take students different times to log in and get situated. POST: Note or EdCanvas Link w/ Unit Expectations After going through Unit Expectations complete the following with students- Review how to use Edmodo Review Unit Expectations 	Teacher will need to create. This should simply be what the teachers expectations are for the student throughout the particular learning module.
		Page 3 of 12

edmodo

What is Edmodo?

- Free social learning network for teachers, students, schools and districts
- Safe and easy way to connect
 - Exchange ideas
 - Share content
 - Access homework, grades and school notices.
- District and school subdomains give flexible suite of tools
 - Monitor usage
 - Manage users
 - Communicate across district

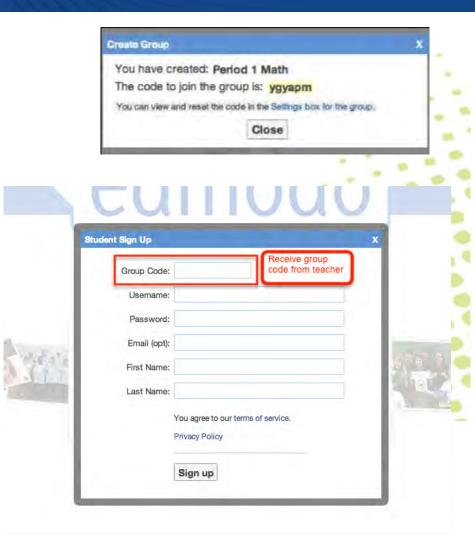


Founded in late 2008, Edmodo is now being used by millions of teachers and students around the world.



Secure Platform Ensures Student Safety and Privacy

- Closed environment
- No private information required from students
- Students join classes by the invitation of their teacher only
- All communications are archived
- Teacher has full management control
- Sub domains allow district administrators greater control





Mobile Access

- Get updates and notifications on the go
- Mobile app available for
 - iOS iPhone, iPad, iPod Touch
 - Android smartphones and tables

Access Edmodo on any mobile browser at

m.edmodo.com

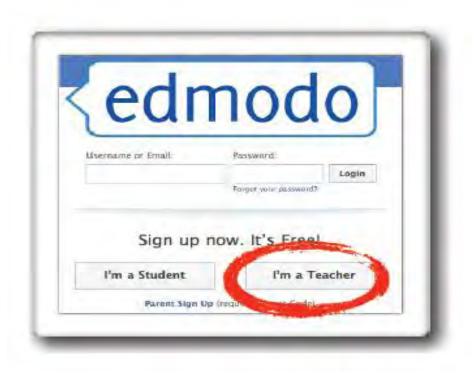


Create Your Account



New to Edmodo?

Create your free account here:

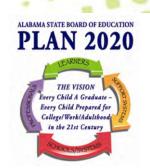


Join the Career Preparedness - PLC group.



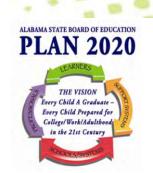


Edcanvas



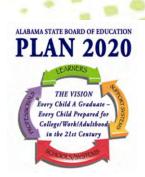


Teaching Financial Literacy Content Standards



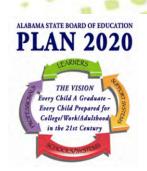
TOPICS

- Managing Finances and Budgeting (2)
- Saving and Investing (1)
- Banking and Financial Institutions (2)
- Credit and Debt (2)
- Risk Management and Insurance (2)



- 15. Develop a plan for managing earning, spending, saving, and giving using spreadsheets, online resources, or commercial software.
 - a. Create a budget, net worth statement, and income expense statement using a spreadsheet.
 - b. Utilize spreadsheet features, including formulas, functions, sorting, filtering, charts, and graphs.
 - c. Identify types of income other than wages, including rent, interest, and profit earned from various resources.
 - d. Evaluate various methods for acquiring goods and making major purchases.

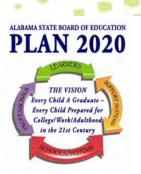
Examples: borrowing, renting, leasing, paying cash



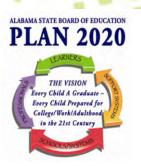
- 15. <u>Develop</u> a plan for managing earning, spending, saving, and giving <u>using</u> <u>spreadsheets</u>, <u>online resources</u>, <u>or commercial software</u>.
 - a. <u>Create</u> a budget, net worth statement, and income expense statement using a <u>spreadsheet</u>.
 - b. <u>Utilize</u> spreadsheet features, including formulas, functions, sorting, filtering, charts, and graphs.
 - Identify types of income other than wages, including rent, interest, and profit earned from various resources.
 - d. <u>Evaluate</u> various methods for acquiring goods and making major purchases.

Examples: borrowing, renting, leasing, paying cash

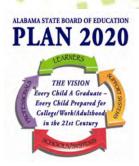
www.hsfpp.org



- 16. Evaluate the effect of personal preferences, advertising, marketing, peer pressure, and family history on consumer choices and decision making in the marketplace.
 - a. Compare goods and services to determine best value, including sales tax, tips, coupons, discounts, product quality, and unit pricing.
 - Explore how to use different payment methods, including cash, debit card, credit card, online payments, mobile devices, checks, payroll cards, layaway plans, and automatic bank deductions.

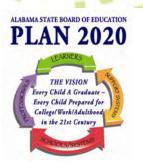


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Saving and Investing

- 17. Distinguish differences between the purpose of saving and the objectives associated with investing.
 - a. Explain how using the principles of compound interest and the Rule of
 72 in investing builds wealth to meet financial goals.
 - Evaluate various ways to buy and sell investments, including mutual funds, exchange-traded funds (ETFs), stocks, bonds, certificates of deposit (CDs), real estate, and commodities.



Saving and Investing

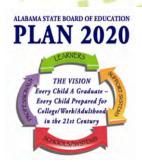
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www.stlouisfed.org/education



- 18. Analyze various types of financial institutions.
 - a. Evaluate services and related costs associated with financial institutions in terms of personal banking needs.

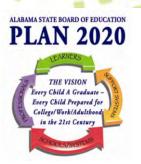
Examples: checking and savings accounts, personal checks, cashier checks, overdraft fees



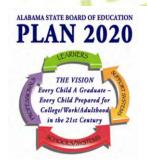
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www.handsonbanking.org

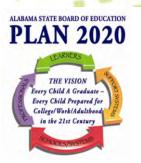


19. <u>Demonstrate</u> how to manage checking and savings accounts, balance bank statements, and use online financial services.



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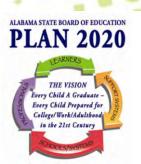
www.gfclearnfree.org



Credit and Debt

- 20. Determine advantages and disadvantages of using credit.
 - a. Analyze credit card offerings for the effect on personal finances.

Examples: annual percentage rate (APR), grace period, incentive buying, methods of calculating interest, fees

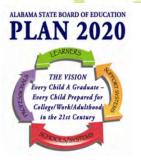


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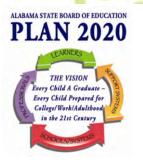
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www.THEMint.org



Credit and Debt

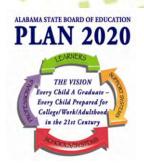
- 21. Examine why credit ratings and credit reports are important to consumers.
 - a. Explain ways of building and maintaining a good credit score.
 - b.Determine the implication of entering into contracts and binding agreements. (e.g. college loans, cell phone contracts, car loans, collateral loans, passbook loans, mortgages).
 - c. Describe legal and illegal types of credit that carry high interest rates, including payday loans, rent-to-buy agreements, and loan-sharking.
 - d. Assess the implications of bankruptcy, including Chapter 7, Chapter 11, and Chapter 13.



Credit and Debt

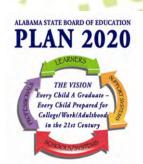
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www.financeintheclassroom.org



- 22. Determine the type of insurance associated with different types of risks, including automobile, personal and professional liability, home, apartment, property, health, life, long-term care, and disability.
 - a. Analyze factors that reduce the cost of insurance.
 - b. Identify perils that are insurable.

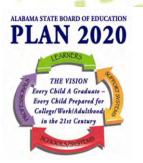
Examples: injury, loss, destruction



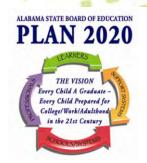
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www.griffithfoundation.org



23. Develop a plan for financial security in the event of disaster, including secure storage of financial records and personal documents, available cash reserve, household inventory list, and medical records retention.



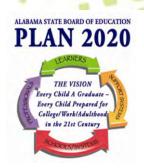
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www.frbatlanta.org

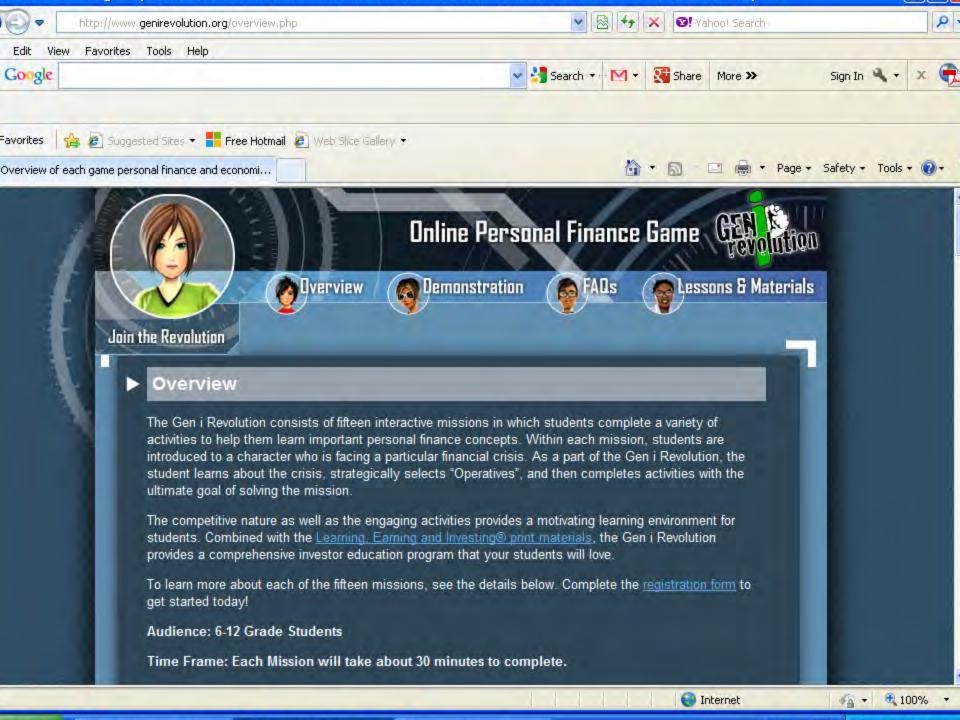


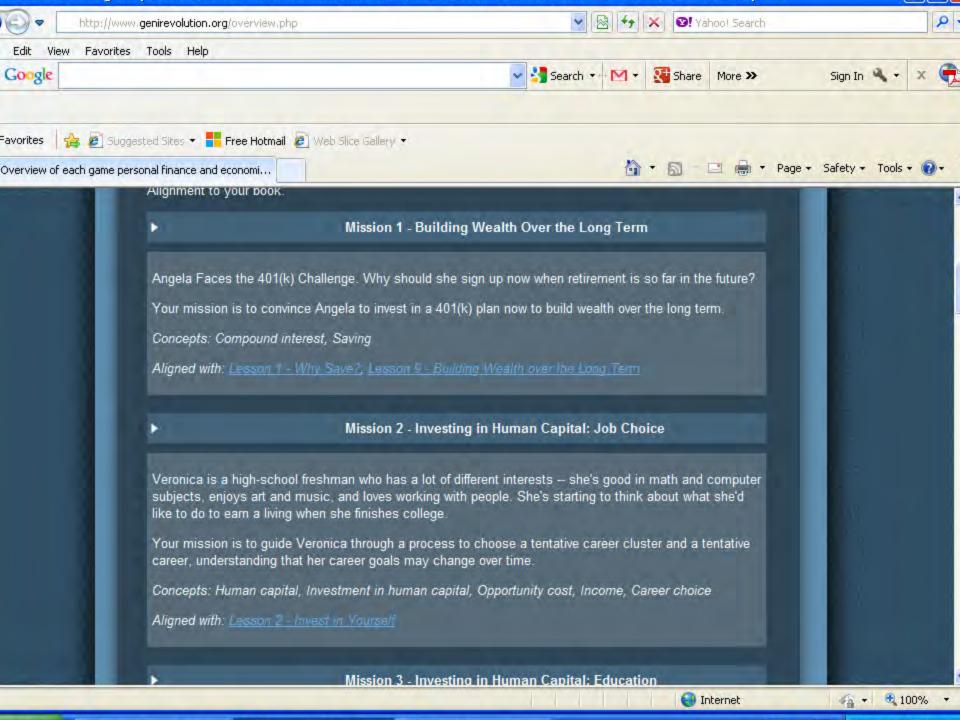


ADDITIONAL INSTRUCTIONAL ACTIVITIES AND RESOURCES





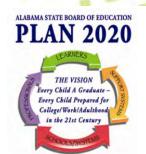




www.genirevolution.org

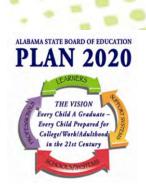
- Build long term wealth
- Career choice
- Education choice
- Budgeting
- Credit
- Investment & Saving
- Financial services
- Stocks

- Bonds
- Mutual Funds
- Stock Prices
- Stock Market Crashes
- Economic Forecasts
- Financial Planning
- Opportunity Cost



Additional Resources

- www.ready.gov
- www.ja.org
- http://www.pbs.org/your-life-your-money



Career Preparedness Course

- Why?
- Who?
- When?
- What?
- How?

