

Adapted CTE Course Blueprint of Essential Standards for CC45 CAREER MANAGEMENT

(Recommended hours of instruction: 135-180)

Career Management

Course Number: CC45
Recommended Maximum Enrollment: 30
Hours of Instruction: 135 (block) 150 (regular)
Prerequisite: None

This course prepares students to locate, secure, keep, and change careers. Emphasis is placed on self-assessment of characteristics, interests, and values; education and career exploration; evaluation of career information and creation of a career plan. Based on the National Career Development Guidelines, skills learned in this course include, but are not limited to communications, interpersonal skills, problem solving, personal management and teamwork. English language arts are reinforced. Work-based learning strategies appropriate for this course include business/industry field trips, internships, job shadowing, and service learning. Student participation in Career and Technical Student Organization, (CTSO) competitive events, community service, and leadership activities provide the opportunity to apply essential standards and workplace readiness skills through authentic experiences.

Essential Std #	Essential Standards and Indicators (The Learner will be able to:)	Dates to Teach	Course Weight	RBT Designation
1	2		3	4
	Total Course Weight		100%	
1.00	Understand Personal Social Development	Aug 25 - Oct 6	33%	B2
	1.01 Develop understanding of yourself to build and maintain a positive self-concept.	<i>Aug 25 – Sept 5</i>		
	1.02 Develop positive interpersonal skills including respect for diversity.	<i>Sept 8 - 16</i>		
	1.03 Integrate growth and change into your career development.	<i>Sept 17 - 25</i>		
	1.04 Balance personal, leisure, community, learner, family and work roles.	<i>Sept 26 – Oct 6</i>		

2.00	Understand Educational Achievement and Lifelong Learning	Oct 7 – Nov 20	33%	B2
	2.01 Attain educational achievement and performance levels needed to reach personal and career goals.	<i>Oct 7 - 24</i>		
	<i>State Mid-term Exam given between Nov 18 - 25</i>			
	2.02 Participate in ongoing, lifelong learning experiences to enhance your ability to function effectively in a diverse and changing economy.	<i>Oct 25 – Nov 20</i>		
3.00	Understand Career Management	Nov 21 – Jan 16	34%	B2
	3.01 Create and manage a career plan that meets your career goals.	<i>Nov 21 – Dec 2</i>		
	3.02 Use a process of decision-making as one component of career development.	<i>Dec 3 - 9</i>		
	3.03 Use, accurate, current and unbiased career information during career planning and management.	<i>Dec 10 - 17</i>		
	3.04 Master academic, occupational and general employability skills in order to obtain, create, maintain and/or advance your employment.	<i>Dec 18 – Jan 7</i>		
	3.05 Integrate changing employment trends, societal needs and economic conditions into a career plan.	<i>Jan 8 - 14</i>		
	Exam Review Exams	<i>Jan 15 Jan 16 - 23</i>		

