

# COLLEGE AND CAREER READINESS

## UNIT 1 – LIFE AFTER HIGH SCHOOL

**Unit 1 - Essential Question:** Why is it important to understand what my options are after high school?

### **Learning Target & Objectives:**

1. Learn how to identify the position or career that best fits your skills and interests.
2. Understand the different types of schools and education opportunities that are available to you.
3. Evaluate the benefits and pain points of entrepreneurship and whether or not it is a good fit for you.
4. Analyze other opportunities after high school and how they align with your goals and purpose in life.

### JOIN THE WORKFORCE

Lesson 1 – Join the Workforce – The Value of The Workforce

Lesson 2 – Join the Workforce – Job Searching Skills

Lesson 3 – Join the Workforce – Which Careers Will Have the Highest Demand in The Next Decade?

Lesson 4 – Join the Workforce – Identify Your Character Traits & Find Related Career Interests

Lesson 5 – Join the Workforce – Develop A College & Career Vision Statement

### WHICH SCHOOL IS RIGHT FOR YOU

Lesson 6 – Which School Is Right for You – Types of Colleges

Lesson 7 – Which School Is Right for You – Community/Junior College

Lesson 8 – Which School Is Right for You – Trade, Vocational & Technical College

Lesson 9 – Which School Is Right for You – Testing Programs (ACT & SAT)

Lesson 10 – Which School Is Right for You – Timeline for Applying to College

### ENTREPRENEURSHIP

Lesson 11 – Entrepreneurship – The Importance of a Team

Lesson 12 – Entrepreneurship – Cultivating an Idea / Recognizing Opportunities

Lesson 13 – Entrepreneurship – Securing Funding

Lesson 14 – Entrepreneurship – The Startup Lifestyle

Lesson 15 – Entrepreneurship – Everything Is Sales

### EXPLORE OTHER OPPORTUNITIES

Lesson 16 – Explore Other Opportunities – Internships

Lesson 17 – Explore Other Opportunities – Entrepreneurship

Lesson 18 – Explore Other Opportunities – Volunteering

Lesson 19 – Explore Other Opportunities – Pursue Your Passions

Lesson 20 – Explore Other Opportunities – Overseas Travel Opportunities

## UNIT 2 – COLLEGE & CAREER PREPARATION

**Unit 2 - Essential Question:** What are a few resources that can help prepare you for college and career?

### **Learning Target & Objectives:**

1. Learn how to find more success at work by adopting simple habits and principles.
2. Understand what financial aid options are available for different types of colleges and students.
3. Learn what you can do to better prepare yourself to enter and succeed in the workplace.
4. Understand how to manage your time and priorities after you finish high school.

### FINDING SUCCESS AT WORK:

Lesson 21 – Finding Success at Work – Why Problem Solving Is Important at Work

Lesson 22 – Finding Success at Work – Changing the Way We Think About Productivity

Lesson 23 – Finding Success at Work – Proper Grooming & Dress

Lesson 24 – Finding Success at Work – Accomplishing Big & Small Tasks at Work

Lesson 25 – Finding Success at Work – How to Be Enthusiastic About Our Life



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## FINANCIAL AID:

- Lesson 26 – Financial Aid – Scholarships
- Lesson 27 – Financial Aid – Student Loans
- Lesson 28 – Financial Aid – Grants
- Lesson 29 – Financial Aid – Work-Study Funds
- Lesson 30 – Financial Aid – FAFSA / Application Deadlines

## JOB PREPARATION:

- Lesson 31 – Job Preparation – Resumes & Online Profiles
- Lesson 32 – Job Preparation – Interviewing Skills
- Lesson 33 – Job Preparation – Follow Up Letters, Portfolio Creation & Reference Lists
- Lesson 34 – Job Preparation – Networking
- Lesson 35 – Job Preparation – What Makes a Good Interview

## PREPARE FOR COLLEGE & CAREER:

- Lesson 36 – Prepare for College & Career – Time Management and Priorities
- Lesson 37 – Prepare for College & Career – How to Discover What You Want to Do
- Lesson 38 – Prepare for College & Career – Social Distractions
- Lesson 39 – Prepare for College & Career – What Are Your Gifts?
- Lesson 40 – Prepare for College & Career – Don't Know Where to Get Help?

## Unit 3 – STARTING SCHOOL & GETTING THE JOB

**Unit 3 - Essential Question:** How can I differentiate myself from others and get a job that leads to a fulfilling life?

### Learning Target & Objectives:

1. Analyze the traits of successful students and employees and identify some areas where you need to improve.
2. Identify which life skills you need to learn before you enter college or your career.
3. Learn how to make yourself marketable and how how to stay active, motivated and confident.
4. Evaluate the resources among your family and friends that are able to help prepare you for future success.

## TRAITS OF A SUCCESSFUL STUDENT & EMPLOYEE:

- Lesson 41 – Traits of a Successful Student & Employee – Professionalism
- Lesson 42 – Traits of a Successful Student & Employee – Work Ethic
- Lesson 43 – Traits of a Successful Student & Employee – Problem Solving & Decision Making
- Lesson 44 – Traits of a Successful Student & Employee – Driven & Dependable
- Lesson 45 – Traits of a Successful Student & Employee – Life-Long Learner

## LIFE SKILLS:

- Lesson 46 – Life Skills – Household Basics
- Lesson 47 – Life Skills – The Art of Negotiation
- Lesson 48 – Life Skills – Staying Safe & Healthy
- Lesson 49 – Life Skills – Moving Out
- Lesson 50 – Life Skills – The Art of Conversation

## MAKE YOURSELF MARKETABLE NOW:

- Lesson 51 – Make Yourself Marketable Now – Making the Choice & Accepting Responsibility
- Lesson 52 – Make Yourself Marketable Now – What Is Different About You & Your Experiences?
- Lesson 53 – Make Yourself Marketable Now – How to Stay Curious and Motivated
- Lesson 54 – Make Yourself Marketable Now – Creating A Vision for Your Life
- Lesson 55 – Make Yourself Marketable Now – Life Experiences



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## RESOURCES:

Lesson 56 – Resources – Teachers  
Lesson 57 – Resources – Parents/Guardian  
Lesson 58 – Resources – School Groups  
Lesson 59 – Resources – Quality Peers  
Lesson 60 – Resources – Mentors

## UNIT 4 – TOOLS FOR SUCCESS

**Unit 4 - Essential Question:** What are a few behaviors, skills and disciplines that can help me lead a successful life?

### Learning Target & Objectives:

1. Learn the benefits and dangers of being personally responsible for your finances and understand how to manage money.
2. Understand the power of organizing your life and staying focused.
3. Analyze different behaviors that can lead you to success faster.
4. Understand how first impressions and daily disciplines impact how your peers and coworkers relate and interact with you.

## PERSONAL FINANCE:

Lesson 61 – Personal Finance – Budgeting, Saving & Investing  
Lesson 62 – Personal Finance – Setting Up & Managing A Bank Account  
Lesson 63 – Personal Finance – Smart Shopping  
Lesson 64 – Personal Finance – Credit Cards  
Lesson 65 – Personal Finance – What Does a Budget Look Like?

## SKILLS YOU NEED:

Lesson 66 – Skills You Need – Written Communication  
Lesson 67 – Skills You Need – Nonverbal & Verbal Communication  
Lesson 68 – Skills You Need – Actives That Energize You  
Lesson 69 – Skills You Need – The Power of Focus  
Lesson 70 – Skills You Need – Organizing Your Life

## BEHAVIORS & TRAITS THAT LEAD TO SUCCESS:

Lesson 71 – Behaviors & Traits That Lead to Success – Be Proactive  
Lesson 72 – Behaviors & Traits That Lead to Success – Have Integrity  
Lesson 73 – Behaviors & Traits That Lead to Success – Develop A Passion  
Lesson 74 – Behaviors & Traits That Lead to Success – Be Optimistic  
Lesson 75 – Behaviors & Traits That Lead to Success – Have Persistence & Dedication

## DISCIPLINES THAT LEAD TO SUCCESS:

Lesson 76 – Disciplines That Lead to Success – Learn How to Study  
Lesson 77 – Disciplines That Lead to Success – Dress for Success  
Lesson 78 – Disciplines That Lead to Success – Develop Business Vocabulary and Terminology  
Lesson 79 – Disciplines That Lead to Success – Cultural Sensitivity  
Lesson 80 – Disciplines That Lead to Success – Self-Assessment & Awareness

