



TEKS CORRELATIONS & SUGGESTED PACING GUIDE

Investigating Careers (Middle School)



iCEV Career Exploration Site

Meets 100% of TEKS

~126 days of teaching material*

*Days of teaching material listed above is an estimate. Total days will depend upon time spent on the Career Exploration Module. The *Career Cluster Inventory* lesson in Module 1 is designed to help students determine which Career Cluster, corresponding pathways and HB5 Endorsement Area best fits their interests and skills.

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Course Overview

The Investigating Careers Playlist is organized into eight modules. The modules can be taught in the order they appear, or you can teach the modules in an order you choose.

Module 1: Career Investigation

- Formulas for Career Success: Career Testing & Investigation
- Career Cluster Interest Inventory

Module 2: House Bill 5

- Introduction to House Bill 5 - Parent
- Introduction to House Bill 5 - Student
- HB5: Business & Industry Endorsement
- HB5: Arts & Humanities Endorsement
- HB5: Public Services Endorsement
- HB5: Science, Technology, Engineering & Mathematics (STEM) Endorsement
- HB5: Multidisciplinary Endorsement

Module 3: Career Exploration

NOTE: This module includes all 16 Exploring Careers and corresponding pathway lessons. The Career Cluster Interest Inventory results found in Module 1 will guide students on which clusters and pathways are most applicable to them.

Module 4: College Readiness

- Jobs, Careers & Education
- Formulas for Career Success: Higher Learning

Module 5: Career Readiness

- Formulas for Career Success: Job Search
- Formulas for Career Success: Job Applications
- Formulas for Career Success: Résumés
- Formulas for Career Success: Cover Letters
- Formulas for Career Success: Interview Preparation
- Formulas for Career Success: The Interview Process
- Employability Skills
- Societal Impacts on Careers

Module 6: Life Skills

- Skills for Real World Survival
- Citizenship Basics

Scope & Sequence	Lesson Title	TEKS	Days of Teaching
Module 1: Career Investigation			
1	Formulas for Career Success: Career Testing & Investigation	3.B.iii; 3.C.iii	8
2	Career Cluster Interest Inventory	1.A.i	1
Module 2: House Bill 5			
3	Introduction to House Bill 5 - Parent	1.B.i; 1.D.i	1
4	Introduction to House Bill 5 - Student	1.B.i; 1.D.i	1
5	HB5: Business & Industry Endorsement	1.B.i; 1.D.i	1
6	HB5: Arts & Humanities Endorsement	1.B.i; 1.D.i	1
7	HB5: Public Services Endorsement	1.B.i; 1.D.i	1
8	HB5: Science, Technology, Engineering & Mathematics (STEM) Endorsement	1.B.i; 1.D.i	1
9	HB5: Multidisciplinary Endorsement	1.B.i; 1.D.i	1
Module 3: Career Exploration			
10	Exploring Careers: Agriculture, Food & Natural Resources	1.A.i; 2.A.i; 2.B.i; 2.C.i	12
11	Agribusiness Systems	1.B.i	2
12	Animal Systems	1.B.i	2
13	Environmental Service Systems	1.B.i	2
14	Food Products & Processing Systems	1.B.i	2
15	Natural Resources Systems	1.B.i	2
16	Plant Systems	1.B.i	2
17	Power, Structural & Technical Systems	1.B.i	2
18	Exploring Careers: Architecture & Construction	1.A.i; 2.A.i; 2.B.i; 2.C.i	10
19	Construction	1.B.i	2
20	Design/Pre-Construction	1.B.i	2
21	Maintenance/Operations	1.B.i	2
22	Exploring Careers: Arts, Audio/Video Technology and Communication	1.A.i; 2.A.i; 2.B.i; 2.C.i	12
23	A/V Technology & Film	1.B.i	2
24	Journalism & Broadcasting	1.B.i	2
25	Performing Arts	1.B.i	2
26	Printing Technology	1.B.i	2
27	Telecommunications	1.B.i	2
28	Visual Arts	1.B.i	2

Scope & Sequence	Lesson Title	TEKS	Days of Teaching
29	Exploring Careers: Business Management & Administration	1.A.i; 2.A.i; 2.B.i; 2.C.i	10
30	Administrative Support	1.B.i	2
31	Business Information Management	1.B.i	2
32	General Management	1.B.i	2
33	Human Resources Management	1.B.i	2
34	Operations Management	1.B.i	2
35	Exploring Careers: Education & Training	1.A.i; 2.A.i; 2.B.i; 2.C.i	10
36	Administration & Administrative Support	1.B.i	2
37	Professional Support Services	1.B.i	2
38	Teaching/Training	1.B.i	2
39	Exploring Careers: Finance	1.A.i; 2.A.i; 2.B.i; 2.C.i	11
40	Accounting	1.B.i	2
41	Banking Services	1.B.i	2
42	Business Finance	1.B.i	2
43	Insurance	1.B.i	2
44	Securities & Investments	1.B.i	2
45	Exploring Careers: Government & Public Administration	1.A.i; 2.A.i; 2.B.i; 2.C.i	13
46	Foreign Service	1.B.i	2
47	Governance	1.B.i	2
48	National Security	1.B.i; 3.C.ii	2
49	Planning	1.B.i	2
50	Public Management & Administration	1.B.i	2
51	Regulation	1.B.i	2
52	Revenue & Taxation	1.B.i	2
53	Exploring Careers: Health Science	1.A.i; 2.A.i; 2.B.i; 2.C.i	14
54	Biotechnology Research & Development	1.B.i	2
55	Diagnostic Services	1.B.i	2
56	Health Informatics	1.B.i	2
57	Support Services	1.B.i	2
58	Therapeutic Services	1.B.i	2
59	Exploring Careers: Hospitality & Tourism	1.A.i; 2.A.i; 2.B.i; 2.C.i	12
60	Lodging	1.B.i	2
61	Recreation, Amusements & Attractions	1.B.i	2
62	Restaurants & Food/Beverage Services	1.B.i	2
63	Travel & Tourism	1.B.i	2

Scope & Sequence	Lesson Title	TEKS	Days of Teaching
64	Exploring Careers: Human Services	1.A.i; 2.A.i; 2.B.i; 2.C.i	11
65	Consumer Services	1.B.i	2
66	Counseling & Mental Health Services	1.B.i	2
67	Early Childhood Development & Services	1.B.i	2
68	Family & Community Services	1.B.i	2
69	Personal Care Services	1.B.i	2
70	Exploring Careers: Information Technology	1.A.i; 2.A.i; 2.B.i; 2.C.i	10
71	Information Support & Services	1.B.i	2
72	Network Systems	1.B.i	2
73	Programming & Software Development	1.B.i	2
74	Web & Digital Communications	1.B.i	2
75	Exploring Careers: Law, Public Safety, Corrections & Security	1.A.i; 2.A.i; 2.B.i; 2.C.i	10
76	Correction Services	1.B.i	2
77	Emergency & Fire Management Services	1.B.i	2
78	Law Enforcement Services	1.B.i	2
79	Legal Services	1.B.i	2
80	Security & Protective Services	1.B.i	2
81	Exploring Careers: Manufacturing	1.A.i; 2.A.i; 2.B.i; 2.C.i	13
82	Health, Safety & Environmental Assurance	1.B.i	2
83	Logistics & Inventory Control	1.B.i	2
84	Maintenance, Installation & Repair	1.B.i	2
85	Manufacturing Production Process Development	1.B.i	2
86	Production	1.B.i	2
87	Quality Assurance	1.B.i	2
88	Exploring Careers: Marketing	1.A.i; 2.A.i; 2.B.i; 2.C.i	11
89	Marketing Communications	1.B.i	2
90	Marketing Management	1.B.i	2
91	Marketing Research	1.B.i	2
92	Merchandising	1.B.i	2
93	Professional Sales	1.B.i	2
94	Exploring Careers: Science, Technology, Engineering & Mathematics	1.A.i; 2.A.i; 2.B.i; 2.C.i	8
95	Engineering & Technology	1.B.i	2
96	Science & Math	1.B.i	2

Scope & Sequence	Lesson Title	TEKS	Days of Teaching
97	Exploring Careers: Transportation, Distribution & Logistics	1.A.i; 2.A.i; 2.B.i; 2.C.i	14
98	Facility & Mobile Equipment Maintenance	1.B.i	2
99	Health, Safety & Environmental Management	1.B.i	2
100	Logistics, Planning & Management Services	1.B.i	2
101	Sales & Service	1.B.i	2
102	Transportation Operations	1.B.i	2
103	Transportation Systems, Infrastructure Planning, Management & Regulation	1.B.i	2
104	Warehousing & Distribution Center Operations	1.B.i	2
NOTE: The Career Cluster Interest Inventory results found in Module 1 will guide students on which clusters and corresponding pathways are most applicable to them.			
Module 4: College Readiness			
105	Jobs, Careers & Education	3.A.i; 3.A.ii; 3.A.iii	10
106	Formulas for Career Success: Higher Learning	3.C.iv; 3.C.v	7
Module 5: Career Readiness			
107	Formulas for Career Success: Job Search	3.C.i; 5.A.i	2
108	Formulas for Career Success: Job Applications	6.C.i; 6.D.i	2
109	Formulas for Career Success: Résumés	6.A.i	3
110	Formulas for Career Success: Cover Letters	6.B.i	3
111	Formulas for Career Success: Interview Preparation	5.C.i	2
112	Formulas for Career Success: The Interview Process	5.B.i; 5.C.i; 6.B.i	7
113	Employability Skills	3.B.iv; 3.F.ii	5
114	Societal Impacts on Careers	4.A.i; 4.A.ii; 4.A.iii; 4.A.iv; 4.B.i; 4.C.i; 4.C.ii; 4.C.iii	8
Module 6: Life Skills			
115	Skills for Real World Survival	3.F.i	13
116	Citizenship Basics	3.B.i; 3.B.ii; 3.D.i; 3.E.i; 3.E.ii	9

Formulas for Career Success: Career Testing & Investigation

Knowledge and Skills Statement	Student Expectation	Breakout	Lesson
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(B) investigate the importance of co-curricular, extracurricular, career preparation, and extended learning experiences	(iii) investigate the importance of career preparation learning experiences	Formulas for Career Success: Career Testing & Investigation
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(C) investigate the steps required to participate in a variety of career and educational opportunities, including, but not limited to, entry-level employment, military service, apprenticeships, community and technical colleges, and universities	(iii) investigate the steps required to participate in a variety of career and educational opportunities, including apprenticeships	Formulas for Career Success: Career Testing & Investigation

Career Cluster Interest Inventory

Knowledge and Skills Statement	Student Expectation	Breakout	Lesson
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(B) investigate the importance of co-curricular, extracurricular, career preparation, and extended learning experiences	(iii) investigate the importance of career preparation learning experiences	Career Cluster Interest Inventory
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(C) investigate the steps required to participate in a variety of career and educational opportunities, including, but not limited to, entry-level employment, military service, apprenticeships, community and technical colleges, and universities	(iii) investigate the steps required to participate in a variety of career and educational opportunities, including apprenticeships	Career Cluster Interest Inventory

House Bill 5 Lessons

Knowledge and Skills Statement	Student Expectation	Breakout	Lesson
(1) The student investigates one or more careers within the 16 career clusters. The student is expected to:	(A) identify the various career opportunities within one or more career clusters	(i) identify the various career opportunities within one or more career clusters	Introduction to HB5 - Parent; Introduction to HB5 - Student; HB5: Arts & Humanities Endorsement; HB5: Business & Industry Endorsement; HB5: Multidisciplinary Endorsement; HB5: Public Services Endorsement; HB5: Science, Technology, Engineering & Mathematics (STEM) Endorsement

16 Exploring Careers Lessons

Knowledge and Skills Statement	Student Expectation	Breakout	Lesson
(1) The student investigates one or more careers within the 16 career clusters. The student is expected to:	(A) identify the various career opportunities within one or more career clusters	(i) identify the various career opportunities within one or more career clusters	16 Exploring Careers Lessons
(2) The student investigates career pathways in one more of the 16 career clusters. The student is expected to:	(A) research the academic requirements for one or more of the careers in an identified cluster	(i) research the academic requirements for one or more of the careers in an identified cluster	16 Exploring Careers Lessons
(2) The student investigates career pathways in one more of the 16 career clusters. The student is expected to:	(B) research the certification or educational requirements for careers	(i) research the certification or educational requirements for careers	16 Exploring Careers Lessons
(2) The student investigates career pathways in one more of the 16 career clusters. The student is expected to:	(C) describe the technical-skill requirements for careers	(i) describe technical-skill requirements for careers	16 Exploring Careers Lessons

Career Cluster Pathway Lessons

Knowledge and Skills Statement	Student Expectation	Breakout	Lesson
(1) The student investigates one or more careers within the 16 career clusters. The student is expected to:	(B) identify the pathways within one or more career clusters	(i) identify the pathways within one or more career clusters	Career Cluster Pathway Lessons

Jobs, Careers & Education

Knowledge and Skills Statement	Student Expectation	Breakout	Lesson
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(A) apply core academic skills to meet personal, academic, and career goals	(i) apply core academic skills to meet personal goals	Jobs, Careers & Education
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(A) apply core academic skills to meet personal, academic, and career goals	(ii) apply core academic skills to meet academic goals	Jobs, Careers & Education
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(A) apply core academic skills to meet personal, academic, and career goals	(iii) apply core academic skills to meet career goals	Jobs, Careers & Education

Formulas for Career Success: Higher Learning

Knowledge and Skills Statement	Student Expectation	Breakout	Lesson
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(C) investigate the steps required to participate in a variety of career and educational opportunities, including, but not limited to, entry-level employment, military service, apprenticeships, community and technical colleges, and universities	(iv) investigate the steps required to participate in a variety of career and educational opportunities, including community and technical colleges	Formulas for Career Success: Higher Learning
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(C) investigate the steps required to participate in a variety of career and educational opportunities, including, but not limited to, entry-level employment, military service, apprenticeships, community and technical colleges, and universities	(v) investigate the steps required to participate in a variety of career and educational opportunities, including universities	Formulas for Career Success: Higher Learning

Formulas for Career Success: Job Search

Knowledge and Skills Statement	Student Expectation	Breakout	Lesson
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(C) investigate the steps required to participate in a variety of career and educational opportunities, including, but not limited to, entry-level employment, military service, apprenticeships, community and technical colleges, and universities	(i) investigate the steps required to participate in a variety of career and educational opportunities, including entry-level employment	Formulas for Career Success: Job Search
(5) The student investigates job-seeking skills. The student is expected to:	(A) identify the steps for an effective job search	(i) identify the steps for an effective job search	Formulas for Career Success: Job Search

Formulas for Career Success: Job Applications

Knowledge and Skills Statement	Student Expectation	Breakout	Lesson
(6) The student creates professional documents required for employment. The student is expected to:	(C) complete sample job applications	(i) complete sample job applications	Formulas for Career Success: Job Applications
(6) The student creates professional documents required for employment. The student is expected to:	(D) explain protocol for selecting and using references	(i) explain protocol for selecting and using references	Formulas for Career Success: Job Applications

Formulas for Career Success: Résumés

Knowledge and Skills Statement	Student Expectation	Breakout	Lesson
(6) The student creates professional documents required for employment. The student is expected to:	(A) develop a resume	(i) develop a resume	Formulas for Career Success: Résumés

Formulas for Career Success: Cover Letters

Knowledge and Skills Statement	Student Expectation	Breakout	Lesson
(6) The student creates professional documents required for employment. The student is expected to:	(B) write appropriate business correspondence such as a letter of intent and a thank you letter	(i) write appropriate business correspondence	Formulas for Career Success: Cover Letters

Formulas for Career Success: Interview Preparation

Knowledge and Skills Statement	Student Expectation	Breakout	Lesson
(5) The student investigates job-seeking skills. The student is expected to:	(C) participate in a mock interview	(i) participate in a mock interview	Formulas for Career Success: Interview Preparation

Formulas for Career Success: The Interview Process

Knowledge and Skills Statement	Student Expectation	Breakout	Lesson
(5) The student investigates job-seeking skills. The student is expected to:	(B) describe appropriate appearance for an interview	(i) describe appropriate appearance for an interview	Formulas for Career Success: The Interview Process
(5) The student investigates job-seeking skills. The student is expected to:	(C) participate in a mock interview	(i) participate in a mock interview	Formulas for Career Success: The Interview Process
(6) The student creates professional documents required for employment. The student is expected to:	(B) write appropriate business correspondence such as a letter of intent and a thank you letter	(i) write appropriate business correspondence	Formulas for Career Success: The Interview Process

Employability Skills

Knowledge and Skills Statement	Student Expectation	Breakout	Lesson
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(B) investigate the importance of co-curricular, extracurricular, career preparation, and extended learning experiences	(iv) investigate the importance of extended learning experiences	Employability Skills
(3) The student investigates the professional skills needed for college and career success. The	(F) demonstrate characteristics required for personal and professional success such as	(ii) demonstrate characteristics required for professional success	Employability Skills

Societal Impacts on Careers

Knowledge and Skills Statement	Student Expectation	Breakout	Lesson
(4) The student investigates labor market information. The student is expected to:	(A) analyze national, state, regional, and local labor market information	(i) analyze national labor market information	Societal Impacts on Careers
(4) The student investigates labor market information. The student is expected to:	(A) analyze national, state, regional, and local labor market information	(ii) analyze state labor market information	Societal Impacts on Careers
(4) The student investigates labor market information. The student is expected to:	(A) analyze national, state, regional, and local labor market information	(iii) analyze regional labor market information	Societal Impacts on Careers
(4) The student investigates labor market information. The student is expected to:	(A) analyze national, state, regional, and local labor market information	(iv) analyze local labor market information	Societal Impacts on Careers
(4) The student investigates labor market information. The student is expected to:	(B) classify evidence of high skill, high wage, or high demand occupations based on analysis of labor market information	(i) classify evidence of high skill, high wage, or high demand occupations based on analysis of labor market information	Societal Impacts on Careers
(4) The student investigates labor market information. The student is expected to:	(C) analyze the effects of changing employment trends, societal needs, and economic conditions on career planning	(i) analyze the effects of changing employment trends on career planning	Societal Impacts on Careers

(4) The student investigates labor market information. The student is expected to:	(C) analyze the effects of changing employment trends, societal needs, and economic	(ii) analyze the effects of changing societal needs on career planning	Societal Impacts on Careers
(4) The student investigates labor market information. The student is expected to:	(C) analyze the effects of changing employment trends, societal needs, and economic	(iii) analyze the effects of changing economic conditions on career planning	Societal Impacts on Careers

Skills for Real World Survival

Knowledge and Skills Statement	Student Expectation	Breakout	Lesson
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(F) demonstrate characteristics required for personal and professional success such as work ethics, integrity, dedication, perseverance, and interacting with diverse populations	(i) demonstrate characteristics required for personal success	Skills for Real World Survival

Citizenship Basics

Knowledge and Skills Statement	Student Expectation	Breakout	Lesson
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(B) investigate the importance of co-curricular, extracurricular, career preparation, and extended learning experiences	(i) investigate the importance of co-curricular learning experiences	Citizenship Basics
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(B) investigate the importance of co-curricular, extracurricular, career preparation, and extended learning experiences	(ii) investigate the importance of extracurricular learning experiences	Citizenship Basics
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(D) identify professional associations affiliated with a career pathway	(i) identify professional associations affiliated with a career pathway	Citizenship Basics
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(E) recognize the value of community service and volunteerism	(i) recognize the value of community service	Citizenship Basics
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(E) recognize the value of community service and volunteerism	(ii) recognize the value of volunteerism	Citizenship Basics

Correlations to the Texas Essential Knowledge and Skills (TEKS): Student/Teacher Material

Subject	Chapter 127: Career Development
Subchapter	Subchapter A. Middle School
Course	§127.2. Investigating Careers, Adopted 2015.
Publisher	CEV Multimedia, Ltd.
Program Title	iCEV Career Exploration Site
Program ISBN	9781614592174
TKES Coverage (%)	100.00%

(a) General Requirements. This course is recommended for students in Grades 7 and 8.

(b) Introduction.

- (1) Career and technical education instruction provides content aligned with challenging academic standards and relevant technical knowledge and skills for students to further their education and succeed in current or emerging professions.
- (2) Career development is a lifelong pursuit of answers to the questions: Who am I? Why am I here? What am I meant to do with my life? It is vital that students have a clear sense of direction for their career choice. Career planning is a critical step and is essential to success.
- (3) The goal of this course is to create a foundation for success in high school, future studies, and careers such as Science, Technology, Engineering, and Mathematics; Business and Industry; Public Service; Arts and Humanities; and Multidisciplinary Studies. The students research labor market information, learn job-seeking skills, and create documents required for employment.
- (4) Students are encouraged to participate in extended learning experiences such as career and technical student organizations and other leadership or extracurricular organizations.
- (5) Statements that contain the word "including" reference content that must be mastered, while those containing the phrase "such as" are intended as possible illustrative examples.

(c) Knowledge and Skills.

Knowledge and Skills Statement	Student Expectation	Breakout	Lesson	Activity, Project, Handout, etc.
(1) The student investigates one or more careers within the 16 career clusters. The student is expected to:	(A) identify the various career opportunities within one or more career clusters	(i) identify the various career opportunities within one or more career clusters	Introduction to HB5 - Parent; Introduction to HB5 - Student; HB5: Arts & Humanities Endorsement; HB5: Business & Industry Endorsement; HB5: Multidisciplinary Endorsement; HB5: Public Services Endorsement; HB5: Science, Technology, Engineering & Mathematics (STEM) Endorsement	
(1) The student investigates one or more careers within the 16 career clusters. The student is expected to:	(A) identify the various career opportunities within one or more career clusters	(i) identify the various career opportunities within one or more career clusters	16 Exploring Careers Lessons	
(1) The student investigates one or more careers within the 16 career clusters. The student is expected to:	(B) identify the pathways within one or more career clusters	(i) identify the pathways within one or more career clusters	Career Cluster Pathway Lessons	Activity - Career Ranking
(2) The student investigates career pathways in one more of the 16 career clusters. The student is expected to:	(A) research the academic requirements for one or more of the careers in an identified cluster	(i) research the academic requirements for one or more of the careers in an identified cluster	16 Exploring Careers Lessons	
(2) The student investigates career pathways in one more of the 16 career clusters. The student is expected to:	(B) research the certification or educational requirements for careers	(i) research the certification or educational requirements for careers	16 Exploring Careers Lessons	
(2) The student investigates career pathways in one more of the 16 career clusters. The student is expected to:	(C) describe the technical-skill requirements for careers	(i) describe technical-skill requirements for careers	16 Exploring Careers Lessons	
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(A) apply core academic skills to meet personal, academic, and career goals	(i) apply core academic skills to meet personal goals	Jobs, Careers & Education	Activity - Academic Skills Applied

Knowledge and Skills Statement	Student Expectation	Breakout	Lesson	Activity, Project, Handout, etc.
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(A) apply core academic skills to meet personal, academic, and career goals	(ii) apply core academic skills to meet academic goals	Jobs, Careers & Education	Activity - Academic Skills Applied
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(A) apply core academic skills to meet personal, academic, and career goals	(iii) apply core academic skills to meet career goals	Jobs, Careers & Education	Activity - Academic Skills Applied; Project - School to Career
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(B) investigate the importance of co-curricular, extracurricular, career preparation, and extended learning experiences	(i) investigate the importance of co-curricular learning experiences	Citizenship Basics	Project - Professional Development
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(B) investigate the importance of co-curricular, extracurricular, career preparation, and extended learning experiences	(ii) investigate the importance of extracurricular learning experiences	Citizenship Basics	Project - Professional Development
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(B) investigate the importance of co-curricular, extracurricular, career preparation, and extended learning experiences	(iii) investigate the importance of career preparation learning experiences	Formulas for Career Success: Career Testing & Investigation	Activity - Preparing for Guidance; Activity - Virtual Job Shadowing; Activity - What I Want in a Career; Project - Career Investigation; Project - Career Testing; Project - Personal Profile
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(B) investigate the importance of co-curricular, extracurricular, career preparation, and extended learning experiences	(iv) investigate the importance of extended learning experiences	Employability Skills	Activity - Continuing Education
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(C) investigate the steps required to participate in a variety of career and educational opportunities, including, but not limited to, entry-level employment, military service, apprenticeships, community and technical colleges, and universities	(i) investigate the steps required to participate in a variety of career and educational opportunities, including entry-level employment	Formulas for Career Success: Job Search	Activity - Early Employment Debate; Activity - Job Hunt; Project - How Did You Get Your Job
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(C) investigate the steps required to participate in a variety of career and educational opportunities, including, but not limited to, entry-level employment, military service, apprenticeships, community and technical colleges, and universities	(ii) investigate the steps required to participate in a variety of career and educational opportunities, including military service	National Security	Student Handout - National Security; Project - Military Choices

Knowledge and Skills Statement	Student Expectation	Breakout	Lesson	Activity, Project, Handout, etc.
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(C) investigate the steps required to participate in a variety of career and educational opportunities, including, but not limited to, entry-level employment, military service, apprenticeships, community and technical colleges, and universities	(iii) investigate the steps required to participate in a variety of career and educational opportunities, including apprenticeships	Formulas for Career Success: Career Testing & Investigation	Activity - Apprenticeships
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(C) investigate the steps required to participate in a variety of career and educational opportunities, including, but not limited to, entry-level employment, military service, apprenticeships, community and technical colleges, and universities	(iv) investigate the steps required to participate in a variety of career and educational opportunities, including community and technical colleges	Formulas for Career Success: Higher Learning	Activity - What I Need to Know; Project - Preparatory Journal
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(C) investigate the steps required to participate in a variety of career and educational opportunities, including, but not limited to, entry-level employment, military service, apprenticeships, community and technical colleges, and universities	(v) investigate the steps required to participate in a variety of career and educational opportunities, including universities	Formulas for Career Success: Higher Learning	Activity - What I Need to Know; Project - Preparatory Journal
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(D) identify professional associations affiliated with a career pathway	(i) identify professional associations affiliated with a career pathway	Citizenship Basics	Project - Professional Development
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(E) recognize the value of community service and volunteerism	(i) recognize the value of community service	Citizenship Basics	Activity - Citizenship: What's it to You?; Project - Serving the Community
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(E) recognize the value of community service and volunteerism	(ii) recognize the value of volunteerism	Citizenship Basics	Project - Volunteering
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(F) demonstrate characteristics required for personal and professional success such as work ethics, integrity, dedication, perseverance, and interacting with diverse populations	(i) demonstrate characteristics required for personal success	Skills for Real World Survival	Activity - Goal Setting; Activity - Proverb Cards; Activity - Proverb Cards Teacher Instruction Sheet; Activity - Speech Fear; Activity - Speech Fear Teacher Instruction Sheet; Activity - Team Building Exercise: Fill the Glass; Activity - Team Building Exercise: Fill the Glass Teacher Instruction Sheet; Project - Career Computer Skills; Project - Managing Conflict in a Professional Setting; Project - Persuasive Speech; Project - Persuasive Speech Teacher Instruction Sheet

Knowledge and Skills Statement	Student Expectation	Breakout	Lesson	Activity, Project, Handout, etc.
(3) The student investigates the professional skills needed for college and career success. The student is expected to:	(F) demonstrate characteristics required for personal and professional success such as work ethics, integrity, dedication, perseverance, and interacting with diverse populations	(ii) demonstrate characteristics required for professional success	Employability Skills	Activity - Skills Flashcards; Vocabulary Handout; Assessment; Assessment Answer Key
(4) The student investigates labor market information. The student is expected to:	(A) analyze national, state, regional, and local labor market information	(i) analyze national labor market information	Societal Impacts on Careers	Project - The Labor Market; Project - The Labor Market Teacher Instruction Sheet
(4) The student investigates labor market information. The student is expected to:	(A) analyze national, state, regional, and local labor market information	(ii) analyze state labor market information	Societal Impacts on Careers	Project - The Labor Market; Project - The Labor Market Teacher Instruction Sheet
(4) The student investigates labor market information. The student is expected to:	(A) analyze national, state, regional, and local labor market information	(iii) analyze regional labor market information	Societal Impacts on Careers	Project - The Labor Market; Project - The Labor Market Teacher Instruction Sheet
(4) The student investigates labor market information. The student is expected to:	(A) analyze national, state, regional, and local labor market information	(iv) analyze local labor market information	Societal Impacts on Careers	Project - The Labor Market; Project - The Labor Market Teacher Instruction Sheet
(4) The student investigates labor market information. The student is expected to:	(B) classify evidence of high skill, high wage, or high demand occupations based on analysis of labor market information	(i) classify evidence of high skill, high wage, or high demand occupations based on analysis of labor market information	Societal Impacts on Careers	Project - The Labor Market; Project - The Labor Market Teacher Instruction Sheet
(4) The student investigates labor market information. The student is expected to:	(C) analyze the effects of changing employment trends, societal needs, and economic conditions on career planning	(i) analyze the effects of changing employment trends on career planning	Societal Impacts on Careers	Project - The Labor Market; Project - The Labor Market Teacher Instruction Sheet
(4) The student investigates labor market information. The student is expected to:	(C) analyze the effects of changing employment trends, societal needs, and economic conditions on career planning	(ii) analyze the effects of changing societal needs on career planning	Societal Impacts on Careers	Activity - Job Profile; Project - Career Blueprint; Project - US Employment History
(4) The student investigates labor market information. The student is expected to:	(C) analyze the effects of changing employment trends, societal needs, and economic conditions on career planning	(iii) analyze the effects of changing economic conditions on career planning	Societal Impacts on Careers	Project - The Labor Market; Project - The Labor Market Teacher Instruction Sheet
(5) The student investigates job-seeking skills. The student is expected to:	(A) identify the steps for an effective job search	(i) identify the steps for an effective job search	Formulas for Career Success: Job Search	Activity - Job Hunt; Project - How Did You Get Your Job
(5) The student investigates job-seeking skills. The student is expected to:	(B) describe appropriate appearance for an interview	(i) describe appropriate appearance for an interview	Formulas for Career Success: The Interview Process	Activity - Good and Bad; Activity - Good and Bad Answer Key; Project - Mock Interview; Project - Mock Interview Teacher Instruction Sheet
(5) The student investigates job-seeking skills. The student is expected to:	(C) participate in a mock interview	(i) participate in a mock interview	Formulas for Career Success: Interview Preparation	Activity - Interview Research; Project - Common Interview Questions
(5) The student investigates job-seeking skills. The student is expected to:	(C) participate in a mock interview	(i) participate in a mock interview	Formulas for Career Success: The Interview Process	Activity - Good and Bad; Activity - Good and Bad Answer Key; Activity - Interview Methods; Project - Guide to Interviews; Project - Mock Interview; Project - Mock Interview Teacher Instruction Sheet
(6) The student creates professional documents required for employment. The student is expected to:	(A) develop a resume	(i) develop a resume	Formulas for Career Success: Résumés	Activity - Sample Résumé Discussion; Project - Résumé Development; Activity - Résumé Critique
(6) The student creates professional documents required for employment. The student is expected to:	(B) write appropriate business correspondence such as a letter of intent and a thank you letter	(i) write appropriate business correspondence	Formulas for Career Success: Cover Letters	Student Handout - Sample Cover Letter; Activity - What Would You Change?; Project - Cover Letter; Activity - Cover Letter Critique

Knowledge and Skills Statement	Student Expectation	Breakout	Lesson	Activity, Project, Handout, etc.
(6) The student creates professional documents required for employment. The student is expected to:	(B) write appropriate business correspondence such as a letter of intent and a thank you letter	(i) write appropriate business correspondence	Formulas for Career Success: The Interview Process	Student Handout - Thank You Note; Activity - Thank You Note
(6) The student creates professional documents required for employment. The student is expected to:	(C) complete sample job applications	(i) complete sample job applications	Formulas for Career Success: Job Applications	Activity - Application Critique; Project - Filling Out an Application
(6) The student creates professional documents required for employment. The student is expected to:	(D) explain protocol for selecting and using references	(i) explain protocol for selecting and using references	Formulas for Career Success: Job Applications	Activity - Selecting References