

**NORWIN SCHOOL DISTRICT
CURRICULUM MAP**

Comprehensive Career Planning for Students in Grades 9-12

<i>Grading Period</i>	<i>CONTENT</i>	<i>SKILLS</i> <i>Students will be able to:</i>
Grade 9	<p>Using COIN, a web-based comprehensive career planning tool, students will set up an account, if not already done, and review information to make sure it is correct.</p> <p>Students will take the “Career Cluster Survey” within the COIN program.</p> <p>Students will use a “Career Cluster Survey” worksheet to analyze the results of the “Career Cluster Survey.”</p> <p>Students will begin the resume process completing basic information that they will revise each year. They will use the FAQ Sheet to guide them through the process.</p> <p>Students will develop a career and education goal using the FAQ Sheet as a guide.</p> <p>Before scheduling for 10th grade classes, students will be provided an overview of how 10th grade school subjects and courses are connected to various occupations.</p>	<ul style="list-style-type: none"> • Identify things they like/dislike in relation to careers • Evaluate interests in relation to careers and future educational plans • Create a career and educational goal • Understand the link between high school courses and post secondary education/careers

<i>Grading Period</i>	<i>CONTENT</i>	<i>SKILLS</i> <i>Students will be able to:</i>
<i>Grade 10</i>	<p>Students will take the “Skills Assessment Survey” within the COIN program.</p> <p>Students will use a “Skills Assessment” worksheet to analyze the results of the “Skills Assessment Survey.”</p> <p>Students will compare occupations.</p> <p>Students will continue the exploration of the COIN site by viewing videos and looking at college information and programs.</p> <p>Students will add to their resumes.</p> <p>Before scheduling for 11th grade classes, students will be provided an overview of how 11th grade school subjects and courses are connected to various occupations.</p>	<ul style="list-style-type: none"> • Evaluate personal skills in relation to careers of interest • Compare two occupations in respect to similarities and differences • Gather information on careers and educational opportunities • Adjust career and educational goals based on a skills assessment • Understand the connection between high school courses and post-secondary career goals

<i>Grading Period</i>	<i>CONTENT</i>	<i>SKILLS</i> <i>Students will be able to:</i>
<i>Grade 11</i>	<p>Students will begin college/career research.</p> <p>Students will complete a college and/or job search, using tools from the COIN site.</p> <p>Students will research 3 to 5 colleges/schools/jobs of interest, using tools from the COIN site.</p> <p>Students will formulate 3 to 5 letters to colleges/schools/prospective employers - should have 3 requesting information.</p> <p>Students will continue to build their resume.</p> <p>Before scheduling for 12th grade classes, students will be provided an overview of how 12th grade school subjects and courses are connected to various occupations.</p>	<ul style="list-style-type: none"> • Evaluate at least 3 colleges of interest • Develop ideas of what they are looking for in post-secondary education • Contact at least 3 schools for information • Determine which schools are a good fit
<i>Grade 12</i>	<p>Students will review 9th-11th grade results and COIN portfolio during individual senior meeting with their counselor.</p> <p>Students will receive an explanation about the proper application procedures and will review those procedures during individual meeting with counselor.</p> <p>Students will print finalized resume.</p> <p>Students will be provided financial aid/scholarship information and shown how to properly complete the necessary forms.</p> <p>Students will review interview techniques as needed.</p>	<ul style="list-style-type: none"> • Discuss post-secondary plans/goals and implement necessary steps to attain these goals • Properly complete post-secondary education applications • Provide a completed resume for an application for employment or post-secondary education • Locate scholarship and financial aid information • Complete a successful job or post-secondary education interview