

Virginia High School

Career Planning

Course Syllabus

Instructor: Mr. Kelly

Contact Information

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Planning Period: 5th Hour (11:04-11:47)

Course Description

This course is designed to give students a very early start on the process of career planning and development. The process involves thoughtful self-assessment, career exploration, planning and follow-through with preliminary employment strategies. The philosophy of the course is that this process is ongoing, systematic, and aimed toward a fulfilling work life, which is part of an overall plan for personal development. Engaging in this ongoing process should be challenging, interesting, and enjoyable. Taking advantage of the options in this course will aid students in the transition from high school/college student to professional employee and give students a more direct route to their long-term career goals by anticipating and acquiring the requisite skill sets, courses, and experiences for an entry-level job that will be the best starting point on a chosen career path.

This course will provide students with many opportunities to explore their own interests, values and skills and to begin developing those skills and qualities that will enable them to be highly successful in the workplace. It will introduce a variety of career options and provide real-world feedback on what an actual career in a particular area is like on a day-to-day basis. My focus in this course is to encourage students to engage in thoughtful academic, extracurricular, career and lifelong planning. This is a very student centered course. The material covered will be determined by students' interests, values and skills. Topics will include the following, but are not limited to: Choosing a Career Path, Career Education and Training, Getting a Job, Workplace Skills.

Class Expectations

Students are expected to bring their laptop, a notebook, and a pencil to class on a daily basis. If a student fails to bring their laptop to class, they will receive a zero for the day. Most of the work required for this class will be done in the classroom; however there will be times that homework is required. Homework must be submitted by its due date to receive full credit. Any late work will receive a penalty of point reduction.

Grades

Exams 40%

Projects 30%

Class Exercises 30%

Course Requirements*Exams*

Students will be given at least three tests over the course of the semester. The topics of the exams will vary depending on student interests, values and skills.

Projects

Students will have select projects assigned throughout the class. Information on projects will be handed out at a later date.

Class Exercises

Students will be doing classwork every day that will help develop skills and qualities that will enable them to be highly successful in the workplace.

Final

There will be a cumulative final given during the appointed final exam time. The content of the final exam will entail all major topics covered during the semester. This final will account for 20% of the student's semester grade.