



North Polk Community Schools Pacing & Course Description Guide



Grade Level: 11 - 12

Content: Work-Based Learning/WBL 110

Year: 2022 - 2023

Course Description/Rationale

This course is designed to assist students in developing the skills necessary to obtain employment, and to learn and practice the skills and attitudes required for job success. Students will practice resume writing, job application completion, and interviewing techniques. Additionally, students will practice work-place problem solving strategies, and demonstrate skills required to work in a diverse environment. 2 DMACC credits. **This course is taught along with WBL 100 and WBL 150 semester 1**

Name of Unit	Time Frame	Essential Learning Target	Standard(s)
Career Portfolio	5 - 7 days	Essential Learning Target: Understands concepts, tools, and strategies used to explore, obtain, and develop in a business career. (Iowa CTE Standard 12)	DMACC Competencies LT1 National Standards for Business Education: School-To-Career Transition
Effective Interview Skills	5 - 7 days	Essential Learning Target: Understands concepts, tools, and strategies used to explore, obtain, and develop in a business career. (Iowa CTE Standard 12)	DMACC Competencies - LT2 National Standards for Business Education: School-To-Career Transition
Professional Image	5 - 7 days	Essential Learning Target: Understands concepts, tools, and strategies used to explore, obtain, and develop in a business career. (Iowa CTE Standard 12)	DMACC Competencies - LT3 National Standards for Business Education: Career Readiness Expectations
Appropriate behaviors in the workplace	5 - 7 days	Essential Learning Target: Understands concepts, tools, and strategies used to explore, obtain, and develop in a business career. (Iowa CTE Standard 12)	DMACC Competencies - LT4 Iowa Core 21st Century Skills: Employability Skills

- [\(21.9-12.ES.1\)](#)
- [21.9-12.ES.2](#)
- [21.9-12.ES.3](#)
- [21.9-12.ES.4](#)
- [21.9-12.ES.5](#)

**National
Standards for
Business
Education:**
Career Readiness
Expectations