

# Career Explorations

## Course Overview and Syllabus

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**Course Number:** CE3401

**Grade level:** 6–10

**Prerequisite Courses:** None

**Credits:** 1.0

### Course Description

This full-year course prepares middle and high school students to make informed decisions about their future academic and occupational goals. Through direct instruction, interactive skills demonstrations, and practice assignments, students learn how to assess their own skills and interests, explore industry clusters and pathways, and develop plans for career and academic development. This course is designed to provide flexibility for students; any number of units can be selected to comprise a course that meets the specific needs of each student's skills and interests.

### Course Objectives

By taking Career Explorations, you will meet the following goals:

- Research and identify the national career clusters
- Explore career pathways for each cluster
- Identify the qualifications, education, and training needed for specific areas
- Assess personal skills and interests relative to careers and academic goals
- Develop plans for further exploration and education

### Student Expectations

This course requires the same level of commitment from you as a traditional classroom course would. Throughout the course, you are expected to spend approximately five to seven hours per week online on the following activities:

- Interactive lessons that include a mixture of instructional segments and tasks
- Assignments in which you apply and extend learning in each lesson
- Assessments, including tests and cumulative exams

## Communication

Your teacher will communicate with you regularly through discussions, email, chat, and system announcements. You will also communicate with classmates, either via online tools or face to face, as you collaborate on projects, ask and answer questions in your peer group, and develop your speaking and listening skills.

## Grading Policy

You will be graded on the work you do online and the work you submit electronically to your teacher. The weighting for each category of graded activity is listed below.

Grading Category	Weight
Assignments	30%
Lesson Quizzes	0%
Unit Tests	20%
Cumulative Exams	10%
Projects	40%

## Scope and Sequence

When you log into Edgenuity, you can view the entire course map—an interactive scope and sequence of all topics you will study. The units of study are summarized below:

**Unit 1:** Career Clusters

**Unit 2:** Agriculture, Food, and Natural Resources Careers

**Unit 3:** Architecture and Construction Careers

**Unit 4:** Arts, A/V Technology, and Communication Careers

**Unit 5:** Business, Management, and Administration Careers

**Unit 6:** Education and Training Careers

**Unit 7:** Energy Careers

**Unit 8:** Finance Careers

**Unit 9:** Government and Public Administration Careers

**Unit 10:** Health Science Careers

**Unit 11:** Hospitality and Tourism Careers

**Unit 12:** Human Services Careers

**Unit 13:** Information Technology Careers

**Unit 14:** Law, Public Safety, and Security Careers

**Unit 15:** Manufacturing Careers

**Unit 16:** Marketing, Sales, and Service Careers

**Unit 17:** Science, Technology, Engineering, and Math Careers

**Unit 18:** Transportation and Logistics Careers

**Unit 19:** Career Research and Planning

Unit	Lesson	Lesson Objectives
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### Career Clusters

#### Unit Introduction

#### Career Cluster Overview

- Analyze how changes in life roles affect careers and lifestyle.
- Describe how careers affect lifestyle.
- Differentiate between jobs and careers.
- Identify and describe the career clusters.

#### Career and Technical Student Organizations

- Describe the importance of extracurricular activities in preparing for careers.
- Describe the role of professional organizations in career fields.
- Identify and describe Career and Technical Student Organizations and their leadership opportunities.

#### Personal Assessment

- Describe how personal interests, skills, achievements, values, and strengths relate to career options.
- Complete an assessment to determine areas of career interest.

#### Unit Summary

### Agriculture, Food, and Natural Resources Careers

#### Unit Introduction

#### Agriculture, Food, and Natural Resources Career Pathways

- Describe the Agriculture, Food, and Natural Resources career cluster.
- Analyze careers in the Agriculture, Food, and Natural Resources career pathways.

#### Agriculture, Food, and Natural Resources Workplaces and Tasks

- Analyze tasks performed by workers in Agriculture, Food, and Natural Resources careers.
- Describe common employers in Agriculture, Food, and Natural Resources careers.
- Describe common workplaces in Agriculture, Food, and Natural Resources careers.

#### Agriculture, Food, and Natural Resources Education and Qualifications

- Analyze the qualifications needed for Agriculture, Food, and Natural Resources careers.
- Describe the education and training needed for Agriculture, Food, and Natural Resources careers.

#### Unit Summary

### Architecture and Construction Careers

#### Unit Introduction

#### Architecture and Construction Career Pathways

- Analyze careers in the Architecture and Construction career pathways.
- Describe the Architecture and Construction career cluster.
- Describe the pathways in the Architecture and Construction career cluster.

Unit	Lesson	Lesson Objectives
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### **Architecture and Construction Workplaces and Tasks**

- Analyze tasks performed by workers in Architecture and Construction careers.
- Describe common employers in Architecture and Construction careers.
- Describe common workplaces in Architecture and Construction careers.

### **Architecture and Construction Education and Qualifications**

- Analyze the qualifications needed for Architecture and Construction careers.
- Describe the education and training needed for Architecture and Construction careers.

### **Unit Summary**

## **Arts, A/V Technology, and Communication Careers**

### **Unit Introduction**

#### **Arts, A/V Technology, and Communication Career Pathways**

- Analyze careers in the Arts, A/V Technology, and Communication career pathways.
- Describe the Arts, A/V Technology, and Communication career cluster.
- Describe the pathways in the Arts, A/V Technology, and Communication career cluster.

#### **Arts, A/V Technology, and Communication Workplaces and Tasks**

- Analyze tasks performed by workers in Arts, A/V Technology, and Communication careers.
- Describe common employers in Arts, A/V Technology, and Communication careers.
- Describe common workplaces in Arts, A/V Technology, and Communication careers.

#### **Arts, A/V Technology, and Communication Education and Qualifications**

- Analyze the qualifications needed for Arts, A/V Technology, and Communication careers.
- Describe the education and training needed for Arts, A/V Technology, and Communication careers.

### **Unit Summary**

## **Business, Management, and Administration Careers**

### **Unit Introduction**

#### **Business, Management, and Administration Career Pathways**

- Analyze careers in the Business, Management, and Administration career pathways.
- Describe the Business, Management, and Administration career cluster.
- Describe the pathways in the Business, Management, and Administration career cluster.

#### **Business, Management, and Administration Workplaces and Tasks**

- Analyze tasks performed by workers in Business, Management, and Administration careers.
- Describe common employers in Business, Management, and Administration careers.
- Describe common workplaces in Business, Management, and Administration careers.

#### **Business, Management, and Administration Education and Qualifications**

- Analyze the qualifications needed for Business, Management, and Administration careers.
- Describe the education and training needed for Business, Management, and Administration careers.

### **Unit Summary**

Unit	Lesson	Lesson Objectives
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## Education and Training Careers

### Unit Introduction

#### Education and Training Career Pathways

- Analyze careers in the Education and Training career pathways.
- Describe the Education and Training career cluster.
- Describe the pathways in the Education and Training career cluster.

#### Education and Training Workplaces and Tasks

- Analyze tasks performed by workers in Education and Training careers.
- Describe common employers in Education and Training careers.
- Describe common workplaces in Education and Training careers.

#### Education and Training Education and Qualifications

- Analyze the qualifications needed for Education and Training careers.
- Describe the education and training needed for Education and Training careers.

### Unit Summary

## Energy Careers

### Unit Introduction

#### Energy Career Pathways

- Analyze careers in the Energy career pathways.
- Describe the Energy career cluster.
- Describe the pathways in the Energy career cluster.

#### Energy Workplaces and Tasks

- Analyze tasks performed by workers in Energy careers.
- Describe common employers in Energy careers.
- Describe common workplaces in Energy careers.

#### Energy Education and Qualifications

- Analyze the qualifications needed for Energy careers.
- Describe the education and training needed for Energy careers.

### Unit Summary

## Finance Careers

### Unit Introduction

#### Finance Career Pathways

- Analyze careers in the Finance career pathways.
- Describe the Finance career cluster.
- Describe the pathways in the Finance career cluster.

Unit	Lesson	Lesson Objectives
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### Finance Workplaces and Tasks

- Analyze tasks performed by workers in Finance careers.
- Describe common employers in Finance careers.
- Describe common workplaces in Finance careers.

### Finance Education and Qualifications

- Analyze the qualifications needed for Finance careers.
- Describe the education and training needed for Finance careers.

### Unit Summary

## Government and Public Administration Careers

### Unit Introduction

#### Government and Public Administration Career Pathways

- Analyze careers in the Government and Public Administration career pathways.
- Describe the Government and Public Administration career cluster.
- Describe the pathways in the Government and Public Administration career cluster.

#### Government and Public Administration Workplaces and Tasks

- Analyze tasks performed by workers in Government and Public Administration careers.
- Describe common employers in Government and Public Administration careers.
- Describe common workplaces in Government and Public Administration careers.

#### Government and Public Administration Education and Qualifications

- Analyze the qualifications needed for Government and Public Administration careers.
- Describe the education and training needed for Government and Public Administration careers.

### Unit Summary

## Health Science Careers

### Unit Introduction

#### Health Science Career Pathways

- Analyze careers in the Health Science career pathways.
- Describe the Health Science career cluster.
- Describe the pathways in the Health Science career cluster.

#### Health Science Workplaces and Tasks

- Analyze tasks performed by workers in Health Science careers.
- Describe common employers in Health Science careers.
- Describe common workplaces in Health Science careers.

#### Health Science Education and Qualifications

- Analyze the qualifications needed for Health Science careers.
- Describe the education and training needed for Health Science careers.

### Unit Summary

Unit	Lesson	Lesson Objectives
<b>Hospitality and Tourism Careers</b>		
<b>Unit Introduction</b>		
<b>Hospitality and Tourism Career Pathways</b>		
Analyze careers in the Hospitality and Tourism career pathways.		
Describe the Hospitality and Tourism career cluster.		
Describe the pathways in the Hospitality and Tourism career cluster.		
<b>Hospitality and Tourism Workplaces and Tasks</b>		
Analyze tasks performed by workers in Hospitality and Tourism careers.		
Describe common employers in Hospitality and Tourism careers.		
Describe common workplaces in Hospitality and Tourism careers.		
<b>Hospitality and Tourism Education and Qualifications</b>		
Analyze the qualifications needed for Hospitality and Tourism careers.		
Describe the education and training needed for Hospitality and Tourism careers.		
<b>Unit Summary</b>		
<b>Human Services Careers</b>		
<b>Unit Introduction</b>		
<b>Human Services Career Pathways</b>		
Analyze careers in the Human Services career pathways.		
Describe the Human Services career cluster.		
Describe the pathways in the Human Services career cluster.		
<b>Human Services Workplaces and Tasks</b>		
Analyze tasks performed by workers in Human Services careers.		
Describe common employers in Human Services careers.		
Describe common workplaces in Human Services careers.		
<b>Human Services Education and Qualifications</b>		
Analyze the qualifications needed for Human Services careers.		
Describe the education and training needed for Human Services careers.		
<b>Unit Summary</b>		
<b>Information Technology Careers</b>		
<b>Unit Introduction</b>		
<b>Information Technology Career Pathways</b>		
Analyze careers in the Information Technology career pathways.		
Describe the Information Technology career cluster.		
Describe the pathways in the Information Technology career cluster.		

Unit	Lesson	Lesson Objectives
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### Information Technology Workplaces and Tasks

- Analyze tasks performed by workers in Information Technology careers.
- Describe common employers in Information Technology careers.
- Describe common workplaces in Information Technology careers.

### Information Technology Education and Qualifications

- Analyze the qualifications needed for Information Technology careers.
- Describe the education and training needed for Information Technology careers.

### Unit Summary

## Law, Public Safety, and Security Careers

### Unit Introduction

#### Law, Public Safety, and Security Career Pathways

- Analyze careers in the Law, Public Safety, and Security career pathways.
- Describe the Law, Public Safety, and Security career cluster.
- Describe the pathways in the Law, Public Safety, and Security career cluster.

#### Law, Public Safety, and Security Workplaces and Tasks

- Analyze tasks performed by workers in Law, Public Safety, and Security careers.
- Describe common employers in Law, Public Safety, and Security careers.
- Describe common workplaces in Law, Public Safety, and Security careers.

#### Law, Public Safety, and Security Education and Qualifications

- Analyze the qualifications needed for Law, Public Safety, and Security careers.
- Describe the education and training needed for Law, Public Safety, and Security careers.

### Unit Summary

## Manufacturing Careers

### Unit Introduction

#### Manufacturing Career Pathways

- Analyze careers in the Manufacturing career pathways.
- Describe the Manufacturing career cluster.
- Describe the pathways in the Manufacturing career cluster.

#### Manufacturing Workplaces and Tasks

- Analyze tasks performed by workers in Manufacturing careers.
- Describe common employers in Manufacturing careers.
- Describe common workplaces in Manufacturing careers.

#### Manufacturing Education and Qualifications

- Analyze the qualifications needed for Manufacturing careers.
- Describe the education and training needed for Manufacturing careers.

### Unit Summary



Unit	Lesson	Lesson Objectives
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### Marketing, Sales, and Service Careers

#### Unit Introduction

#### Marketing, Sales, and Service Career Pathways

- Analyze careers in the Marketing, Sales, and Service career pathways.
- Describe the Marketing, Sales, and Service career cluster.
- Describe the pathways in the Marketing, Sales, and Service career cluster.

#### Marketing, Sales, and Service Workplaces and Tasks

- Analyze tasks performed by workers in Marketing, Sales, and Service careers.
- Describe common employers in Marketing, Sales, and Service careers.
- Describe common workplaces in Marketing, Sales, and Service careers.

#### Marketing, Sales, and Service Education and Qualifications

- Analyze the qualifications needed for Marketing, Sales, and Service careers.
- Describe the education and training needed for Marketing, Sales, and Service careers.

#### Unit Summary

### Science, Technology, Engineering, and Math Careers

#### Unit Introduction

#### Science, Technology, Engineering, and Math Career Pathways

- Analyze careers in the Engineering and Technology career pathways.
- Describe the Engineering and Technology career cluster.
- Describe the pathways in the Engineering and Technology career cluster.

#### Science, Technology, Engineering, and Math Workplaces and Tasks

- Analyze tasks performed by workers in Engineering and Technology careers.
- Describe common employers in Engineering and Technology careers.
- Describe common workplaces in Engineering and Technology careers.

#### Science, Technology, Engineering, and Math Education and Qualifications

- Analyze the qualifications needed for Engineering and Technology careers.
- Describe the education and training needed for Engineering and Technology careers.

#### Unit Summary

### Transportation and Logistics Careers

#### Unit Introduction

#### Transportation and Logistics Career Pathways

- Analyze careers in the Transportation and Logistics career pathways.
- Describe the pathways in the Transportation and Logistics career cluster.
- Describe the Transportation and Logistics career cluster.

Unit	Lesson	Lesson Objectives
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### Transportation and Logistics Workplaces and Tasks

- Analyze tasks performed by workers in Transportation and Logistics careers.
- Describe common employers in Transportation and Logistics careers.
- Describe common workplaces in Transportation and Logistics careers.

### Transportation and Logistics Education and Qualifications

- Analyze the qualifications needed for Transportation and Logistics careers.
- Describe the education and training needed for Transportation and Logistics careers.

### Unit Summary

## Career Research and Planning

### Unit Introduction

#### Research Skills

- Describe how to cite sources.
- Explain how to evaluate the credibility of a source.
- Identify sources of information about careers.

#### Career Research

- Analyze the education and qualifications needed for a specific career.
- Cite sources.
- Research a career.

#### Goals and Planning

- Describe how to modify and adjust goals.
- Describe how to set and use milestones.
- Differentiate between short-term and long-term goals.
- Explain the importance of setting goals and planning.

#### Career Plans

- Describe possible barriers to achieving career goals.
- Describe the process of planning for education and careers.
- Describe the role of financial planning in planning a career.

#### Create a Career Plan

- Create a plan for education and career success with specific goals and milestones.
- Identify possible barriers to achieving educational and career goals.
- Set short-term and long-term goals.

### Unit Summary