



Wisconsin ACP Lessons

Are you looking for ready-made lessons that you can use immediately with students in either a face-to-face or virtual environment? Thanks to ACP grant work done by CESAs 9, 7, and 6 through the Wisconsin Department of Public Instruction, teachers can find student-facing ACP lessons which follow the Xello scope and sequence recommendations. These ACP lessons can be pushed out to students in any delivery model, and if supplemented by teacher instruction, involve little prep work on the part of the teacher. The lessons are intended to be resources for the implementation of year-long delivery of a comprehensive ACP Program and are not intended to serve as stand-alone programming. ACP Programming is a student-driven, adult-supported process in which students create and cultivate their own unique and information-based visions for post secondary success, obtained through self-exploration, career exploration, and the development of career management and planning skills.

Below you'll see lessons identified by "type":

- "Dashboard Resources" are those which simply direct students where to go in Xello to complete a Xello lesson or task.
- "Assignments" are those which require students to actively engage in an ACP activity. These activities may include the use of Xello to complete the assignment and generally result in a product which can be used as an assessment tool by a teacher/school counselor.

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6th Grade Lessons

Type	6th Grade	Learning Targets	Teacher Notes
Dashboard Resource	Xello Lesson 1: Introduction to Xello	<ul style="list-style-type: none"> I can personalize my Xello page by adding pictures 	15 minutes
Dashboard Resource	Xello Lesson 2: Decision Making	<ul style="list-style-type: none"> I can understand the importance of making informed, responsible decision when faced with important choices I can understand the importance of considering the consequences of potential decisions I can explore the difference between gut and logic decisions I can reflect on an important decision I've recently made 	25 minutes Xello lesson
Assignment	Xello Lesson 3: My Interests	<ul style="list-style-type: none"> I can record my interests in Xello 	15 minutes
Assignment	Xello Lesson 4: Career Exploration	<ul style="list-style-type: none"> I can search for careers using filters 	20 minutes
Dashboard Resource	Xello Lesson 5: Interests	<ul style="list-style-type: none"> I can reflect on some of the interests I have saved in my Xello profile I can explore the link between interests and various careers 	20 minutes Xello lesson
Assignment	Xello Lesson 6: Interests and Careers	<ul style="list-style-type: none"> I can learn more about careers and how they connect to my interests 	20 minutes Optional discussion topic
Dashboard Resource	Xello Lesson 7: School Subjects at Work	<ul style="list-style-type: none"> I can relate school subjects to various work tasks I can explore ways to use my favorite school subject in a career 	25 minutes Xello lesson Optional discussion topic
Dashboard Resource	Xello Lesson 8 - Time Management	<ul style="list-style-type: none"> I can explain why time management is important in school and on the job I can create a time budget to assess how I currently manage my time I can explore ways to improve my time management skills I can investigate how time management is important for a career of interest I can identify time management strategies to achieve a healthy school/life balance 	40 minutes Xello lesson

Assignment	Xello Lesson 9 - My Time Management Strategies	<ul style="list-style-type: none"> • How is time management used in careers that interest me? • How well do I use time management strategies in my life today? 	25 minutes
Assignment	Xello Lesson 10: Reflecting on 6th Grade Career Lessons	<ul style="list-style-type: none"> • I can think about how my interests and skills connect with a career 	15 minutes Students could compose reflection as a Google doc Students could upload reflection doc in Xello
Assignment	Xello Lesson 11 - Research Company Profiles	<ul style="list-style-type: none"> • I can find a company which employs people in one of my career interest areas • I can learn more about a company that interests me 	25 minutes Only accessible to students with Inspire access in Xello

7th Grade Lessons

Type	7th Grade	Learning Targets	Teacher Notes
Assignment	Xello Lesson 1: Xello Update	<ul style="list-style-type: none"> • I can personalize my Xello page by updating pictures • I can add two additional skills to my Xello profile • I can search for schools which interest me 	15-20 minutes
Assignment	Xello Lesson 2: Career Trailblazer (group activity)	<ul style="list-style-type: none"> • I can understand that career-related biases exist today • I can research how career-related biases impact career choices • I can explain how others have overcome a career-related bias 	30 minutes plus presentation time Based on small-group discussions and project work; in virtual setting, teacher may need to set up break-out rooms or other means of discussion.
Assignment	Xello Lesson 3: Biases and Career Choices	<ul style="list-style-type: none"> • I can identify biases of gender, ethnicity, ability, and class in the workplace • I can explore how biases can influence career choices • I can reflect on the bias(es) that may have influenced my initial opinion of a career 	25 minutes Xello lesson
Assignment	Xello Lesson 4: Matching Your Interests to Careers	<ul style="list-style-type: none"> • I can understand how my interests align with different career options 	35 minutes Optional Discussion topic
Assignment	Xello Lesson 5: Nontraditional Career Matches	<ul style="list-style-type: none"> • I can revisit my career matches to reflect on the bias(es) that may have influenced my initial opinion of a career • I can identify unfair biases surrounding careers I'm interested in • I can identify at least one strategy that could help me pursue the career if I choose 	20 minutes
Assignment	Xello Lesson 6: Discover Learning Pathways	<ul style="list-style-type: none"> • I can investigate postsecondary pathway options (university, college, apprenticeship, straight to work, military, and community living) • I can explore the postsecondary pathways to various careers. 	35 minutes Xello lesson
Assignment	Xello Lesson 7: High School Pathways	<ul style="list-style-type: none"> • I can explore the career pathways available in my district or state • I can evaluate the pathways I could take to a career that interests me 	35-40 minutes Student access to district career pathways would be helpful for this lesson.
Assignment	Xello Lesson 8: Preferred Pathway	<ul style="list-style-type: none"> • I can explain the education or training required for careers that interest me • I can record what I like and dislike about the learning pathway for careers that interest me 	25 minutes

Assignment	Xello Lesson 9: Learning Styles Assessment and Learning Styles Tip Sheet	<ul style="list-style-type: none"> • I can explain what a learning style is • I understand how visual, auditory, or tactile methods are used to learn • I can explain how knowing my learning style can help me 	35 minutes Xello activity
Dashboard Resource	Xello Lesson 10: Exploring Learning Styles	<ul style="list-style-type: none"> • I can identify how visual, auditory, or tactile methods are used to learn • I can reflect on how knowing my learning style can help me 	35 minutes Xello lesson
Assignment	Xello Lesson 11: Jobs and Employers	<ul style="list-style-type: none"> • I can explore ways to find employment (e.g. job boards, networking, etc.) • I can reflect on the advantages and disadvantages of various work search strategies 	25 minutes Xello lesson
Assignment	Xello Lesson 12: Annual Wrap-up	<ul style="list-style-type: none"> • I can reflect on what I've learned about academic and career planning this year 	20 minutes
Assignment	Xello Lesson 13: Visit a Huddle Board	<ul style="list-style-type: none"> • I can learn more about a career that interests me and build on that knowledge by connecting with someone working in that career • I can practice critical communication and networking skills • I can find mentors in the community 	30-40 minutes Only accessible to students with Inspire access in Xello

8th Grade Lessons

Type	8th Grade	Learning Targets	Teacher Notes
Assignment	Lesson 1: Who am I?	<ul style="list-style-type: none"> I can create a bio poem reflecting my interests and personality. 	<p>35 minutes</p> <p>This lesson is set up for students to use and save documents in Google Drive. If your district uses another file system, please make the appropriate revisions to this lesson.</p> <p>Optional discussion topics</p>
Assignment	Lesson 2: Career Exploration by school subject interest	<ul style="list-style-type: none"> I can identify courses I enjoy. I can explore careers related to the courses I enjoy in school. I can save at least 3 careers of interest in Xello 	<p>35 minutes</p> <p>Documents in Google Drive will be used - make revisions as needed</p> <p>Optional discussion topics</p>
Assignment	Lesson3: Skills Exploration	<ul style="list-style-type: none"> I can explore how school, extracurriculars and leisure activities help build skills. I can identify skills needed for various occupations. I can investigate options related to their own skills. 	<p>35 minutes</p> <p>Xello lesson</p> <p>Optional discussion topics</p>
Assignment	Lesson 4: Matchmaker Assessment	<ul style="list-style-type: none"> I can complete the Matchmaker Assessment in Xello. 	<p>35 minutes</p>
Assignment	Lesson 5: Explore Career Matches	<ul style="list-style-type: none"> I can investigate central, secondary, and other aspects of the career match assessment and how they relate to careers. I can reflect on my own career assessment results I can explore what makes me interested in certain careers. 	<p>35 minutes</p> <p>Xello lesson</p> <p>Optional discussion topics</p>
Assignment	Lesson 6: Transition to High School	<ul style="list-style-type: none"> I can explore ways to make my transition to high school easier and more successful. I can identify questions and concerns I have about transitioning to high school. I can explore clubs, activities, and other resources to help handle the transition to high school. 	<p>35 minutes</p> <p>Xello Lesson</p> <p>Optional discussion topics</p>

Assignment	Lesson 7: Individual Learning Plan/4 year plan	<ul style="list-style-type: none"> I can complete my ILP/4 year plan including information I have explored in previous ACP lessons including: academic and personal strengths, Career Clusters and Courses of interest, personal data analysis, and goal setting. 	<p>45-60 minutes depending on the exploration on the part of the student</p> <p>Students will need access to their ASPIRE scores, high school graduation requirements, and the high school course catalog.</p> <p>Documents in Google Drive will be used - make revisions as needed based on your district file system</p> <p>Teacher - On the last page of the ILP, create a hyperlink to your school's pathway(s) or to a Plan of Study if available)</p>
Assignment	Lesson 8: Self Advocacy	<ul style="list-style-type: none"> I can identify situations where I may need or want to advocate for myself or others. I can explore effective advocacy skills and behaviors, such as leadership, confidence, and communication. I can explore ways I can advocate for myself in school, the community, at home and in a career. 	<p>35 minutes</p> <p>Xello lesson</p> <p>Optional discussion topics</p>
Assignment	Lesson 9: Creating your Personal Brand	<ul style="list-style-type: none"> I can explain the impact of personal branding on my academic future, personal life and career. I can begin to create my personal brand via the creation of a vision board. 	<p>40-60 minutes</p> <p>Students will be using Google Drawing for this activity, it can also be completed as a poster or using another drawing application.</p> <p>Optional discussion topics</p>
Assignment	Lesson 10: Post Secondary Planning	<ul style="list-style-type: none"> I can identify post secondary options of entering the workforce, completing an adult apprenticeship, military service, technical college, four year college public, four year college private. (review from 7th grade-discovering pathways) I can explore district pathway maps. I can explore careers of interest that require a high school diploma, technical college certificate, degree, and/or 4 year college 	<p>40-60 minutes</p> <p>If your district has Pathways maps, provide students with links for this completion of this lesson.</p> <p>Optional discussion topics</p>

9th Grade Lessons

Location	9th Grade	Learning Targets	Teacher Notes
Dashboard Resource	Lesson 1: Update Xello Avatar and Cover Photo	<ul style="list-style-type: none"> I can personalize my Xello page by adding pictures 	10 minutes
Assignment	Lesson 2: Personality Style Assessment	<ul style="list-style-type: none"> I can identify my personality style I can explore how my personality style will help me in three careers that are a good match for me 	35 minutes
Assignment	Lesson 3: Check Your Understanding Holland Codes	<ul style="list-style-type: none"> I can successfully match each Holland Code Label with the description of the personality type I can identify how three of my Saved Careers are good matches for my personality 	15 minutes
Dashboard Resource	Lesson 4: Personality Style	<ul style="list-style-type: none"> I can apply background knowledge of personality styles and apply them to career choices I can better understand how personality types relate to core job tasks and workplace environments 	35 minutes Xello lesson
Assignment	Lesson 5: Workplace Personalities Discussion	<ul style="list-style-type: none"> I can apply knowledge of personality styles and describe how they connect to a job in a business that I am familiar with I can explain how my personality can be helpful at home, school, work, and other areas of my life 	35 minutes Based on small-group discussions; in virtual setting, teacher may need to set up break-out rooms or other means of discussion.
Assignment	Lesson 6: My Personality Style Reflection	<ul style="list-style-type: none"> I can reflect on how my personality style has helped me relate to others at school and one other environment (ex. Clubs, sports teams, workplaces, or volunteer activities) 	15 minutes
Assignment	Lesson 7: Factors for Saving a Career	<ul style="list-style-type: none"> I can review three career profiles in My Saved Options and will record how I feel about these saved careers I can identify factors that I like and dislike about these jobs 	15 minutes
Dashboard Resource	Lesson 8: Exploring Career Factors	<ul style="list-style-type: none"> I can explore important career factors that should be considered when choosing a career I can understand six career factors that people consider when choosing a career I can prioritize (rank) these career factors and compare them with careers that I have explored 	35 minutes Xello Lesson
Assignment	Lesson 9: Asking the Important Questions	<ul style="list-style-type: none"> I can explore three of My Saved Careers and assess if these jobs are aligned with those career factors that I feel are most important 	30-40 minutes

Assignment	Lesson 10: Skills Lab ("About Me" Section Assessment)	<ul style="list-style-type: none"> • I can complete the Skills Lab assessment to identify skills that I want to use in my future career • I can reflect upon the skills that I currently have that will be useful in my future career and explore options for developing the skills that I need to gain in the future 	30 minutes
Assignment	Lesson 11: Skills Lab Continued	<ul style="list-style-type: none"> • I can evaluate explore careers that are a good match for me based upon my Skills Lab results • I can update my saved careers based upon the skills that I prefer to use 	30 minutes Students must complete Lesson 10 to continue with this lesson.
Assignment	Lesson 12: Work-Related Skills	<ul style="list-style-type: none"> • I can identify and reflect upon skills that I may need in my career • I can identify skills that I am practicing today that I may use in my future career • I can identify skills that I need to develop 	30 minutes Students must complete Lesson 10-11 to continue with this lesson.
Assignment	Lesson 13: Work-Related Skills, continued	<ul style="list-style-type: none"> • I can identify experiences that helped me develop a work-related skill • I can add work experiences (volunteering, joining a club, playing a sport, part-time work) that I have gained that connect to building workplace readiness skills and knowledge 	20 minutes Students must complete lesson 10-12 to continue with this lesson.
Dashboard Resource	Lesson 14: Getting Experience	<ul style="list-style-type: none"> • I can learn about ways to gain work experience now • I can identify future opportunities to gain experience (community service, volunteering, internships, Youth Apprenticeship) • I can gather information about the getting experience opportunities that fit best with my future career goals 	20-30 minutes Xello lesson
Assignment	Lesson 15: Work-Related Opportunities	<ul style="list-style-type: none"> • I can explore school offerings including courses or specialized programs to learn more about opportunities for getting work-related experience while I am in high school 	30 minutes Student access to district career pathways is important for this lesson
Assignment	Lesson 16: My Plan-- Work-Related Goals	<ul style="list-style-type: none"> • I can add work-based learning opportunities available through my school that I am interested in pursuing to the Career Goals on My Plan • I can add part-time work experiences that I will pursue during high school to the Career Goals on My Plan 	15-20 minutes
Assignment	Lesson 17: Importance of Resilience	<ul style="list-style-type: none"> • I can explain what resilience is and why it is important to achieve success • I can identify skills, habits, and behaviors that are needed to be successful in high school and beyond 	15 minutes

Dashboard Resource	Lesson 18: Study Skills and Habits	<ul style="list-style-type: none"> • I can identify the skills, habits, and behaviors needed to be successful in high school • I can identify potential obstacles to success in high school • I can develop a personal plan for developing positive student habits and minimize negative influences on my success 	35 minutes Xello lesson
Assignment	Lesson 19: Learning Styles Assessment	<ul style="list-style-type: none"> • I can identify my learning style • I can identify and develop learning strategies that work best with my learning style • I can utilize these strategies to develop resilience and perseverance in courses that are challenging 	20 minutes Xello activity
Assignment	Lesson 20: Work Habits Self Assessment and Reflection	<ul style="list-style-type: none"> • I can think realistically about how I did on an assignment or task • I can develop a strategy or learn how to improve in the future • I can explain why resilience and perseverance are important to different areas of my life in and out of school • I can complete a self-assessment to rate myself on resilience and perseverance • I can reflect on what I've learned about careers this year 	40 minutes

10th Grade Lessons

Location	10th Grade	Learning Targets	Teacher Notes
Dashboard Resource	Lesson 1: Xello Update and Resume Builder	<ul style="list-style-type: none"> I can personalize my Xello page by updating pictures I can use the Resume Builder to include the work I've done in Xello on my resume 	30 minutes Outcomes: Update Xello pictures Complete and download resume
Assignment	Lesson 2: Careers and Lifestyle Costs	<ul style="list-style-type: none"> I can identify some of the most important lifestyle goals and assess whether or not I can achieve my lifestyle goals in a career that interests me. 	40-50 minutes Xello lesson Prerequisites: Save at least 3 careers Outcomes: Complete Xello lesson
Dashboard Resource and Assignment	Lesson 3: Matchmaker Mission Complete: Earnings and Sample Career Path	<ul style="list-style-type: none"> I can refine my career choices I can compare careers by earnings and advancement I can research majors which align with my career interests 	30 minutes Xello activity Outcomes: Complete Matchmaker Mission Complete questions
Assignment	Lesson 4: Career TedTalks	<ul style="list-style-type: none"> I can choose a TedTalk about careers and reflect on what I learned from the presentation 	30 minutes Outcomes: Complete Video Notetaking Worksheet and upload to Storyboard
Assignment	Lesson 5: Post-secondary Options	<ul style="list-style-type: none"> I can identify post secondary options of entering the workforce, completing an adult apprenticeship, military service, technical college, four year college public, four year college private. I can save three majors 	30 minutes Outcomes: Save 3 majors
Dashboard Resource	Lesson 6: Program Prospects	<ul style="list-style-type: none"> I can distinguish between different types of postsecondary programs, such as apprenticeships and degree programs I can explore career options related to different types of programs I can evaluate my program options in terms of my strengths, academic interests, and career interests. 	30 minutes Xello lesson Prerequisites: Save at least 3 majors Outcomes: Complete Xello lesson
Dashboard Resources or Assignment	Lesson 7: Work Values	<ul style="list-style-type: none"> I can explore my own work values I can investigate careers that I may find satisfying based on my values 	30 minutes Xello lesson Prerequisites: Save at least 3 careers

			<p>Outcomes: Complete Xello lesson OR Complete Work Importance Profiler</p>
Assignment	Lesson 8: Researching Labor Market Information	<ul style="list-style-type: none"> I can deepen my understanding of labor market projections for careers of interest 	<p>45-90 minutes (will need to be completed in collaboration with a core class teacher)</p> <p>Outcomes: Complete the Labor Market Research Worksheet and upload it to Storyboard</p>
Dashboard Resource and Assignment	Lesson 9: Workplace Skills and Attitudes	<ul style="list-style-type: none"> I can explore skills and behaviors that employers look for, such as time management, dependability, good attitude, communication skills, problem solving, etc. I can explain why these skills and behaviors are important to various careers and how they manifest on the job I can assess my own employability skills. I can investigate the intelligences which are my strengths 	<p>30 minutes</p> <p>Xello lesson Prerequisites: Save at least 3 careers</p> <p>Outcomes: Complete Xello lesson Complete, cut and paste, and upload results from the Multiple Intelligences Survey</p>
Assignment	Lesson 10: Youth Apprenticeship	<ul style="list-style-type: none"> I can research Youth Apprenticeship options I can find out if Youth Apprenticeships are offered in my school district. 	<p>30 minutes</p> <p>Outcomes: Research the Wisconsin Youth Apprenticeship program and pathway options in your district</p>
Assignment	Lesson 11: Individual Learning Plan/4-Year Plan Review	<ul style="list-style-type: none"> I can update my ILP/4 year plan including information I have explored in previous ACP lessons 	<p>30 minutes</p> <p>Outcomes: Update 4-year plan started in 8th grade</p>

11th Grade Lessons

Location	11th Grade	Learning Targets	Teacher Notes
Assignment	Lesson 1: Xello Update & Success Traits	<ul style="list-style-type: none"> I can update my About Me profile to include new work, volunteer, education/training, and life experiences I can evaluate the use of key personality traits that are essential to career success 	30 Minutes Outcomes: Update experiences and upload success traits reflection to Xello Storyboard
Assignment	Lesson 2: Career Demand	<ul style="list-style-type: none"> I can explain how job outlook is determined I can identify factors that impact job demand 	50 minutes Outcomes: Complete Xello Lesson
Assignment	Lesson 3: Transferable Skills	<ul style="list-style-type: none"> I can identify several transferable skills that are important in the workplace I can evaluate my use of these skills and provide evidence of how I've demonstrated the use of these skills 	30 Minutes Outcomes: Update Skills in About Me and Upload Transferable Skills Evaluation Worksheet to Storyboard
Assignment	Lesson 4: Exploring Colleges	<ul style="list-style-type: none"> I can identify which factors are important to me in a potential postsecondary school I can identify colleges or universities that offer majors of interest to me 	50 Minutes Outcomes: Save 3 colleges
Assignment	Lesson 5: Choosing a College	<ul style="list-style-type: none"> I can identify my feelings about entering college and identify resources and strategies to help achieve my goals for education after high school I can rank the factors that are most important to me when choosing a college for the colleges/universities that are saved in my profile 	50 Minutes Outcomes: Complete Xello lesson
Assignment	Lesson 6: Communicating My Career Plan	<ul style="list-style-type: none"> I can deepen my understanding of an elevator pitch and the experiences, skills, and characteristics to include when crafting this information about myself I can craft an elevator pitch to use related to my post secondary plan that communicates my growth goals that are beneficial to a future employer 	30 Minutes Outcomes: Create and Upload Elevator Pitch Planning Document to Storyboard
Assignment	Lesson 7: Budgeting	<ul style="list-style-type: none"> I can deepen my understanding of future expenses that I will need to pay 	30 Minutes Outcomes: Upload Expense Budgeting

		<ul style="list-style-type: none"> I can evaluate whether my lifestyle choices can be supported by my future income 	Worksheet to Storyboard
Assignment	Lesson 8: Entrepreneurial Spirit	<ul style="list-style-type: none"> I can compare the skills and characteristics that make entrepreneurs successful to my interests I can identify the entrepreneurial skills and interests that I possess and determine if being an entrepreneur is a good match for me 	50 Minutes Outcomes: Self evaluation of entrepreneurial skills
Assignment	Lesson 9: Entrepreneurial Skills	<ul style="list-style-type: none"> I can identify the skills and characteristics that make entrepreneurs successful I can identify the paths to becoming an entrepreneur 	25 Minutes Outcomes: Complete Xello lesson
Assignment	Lesson 10: Networking	<ul style="list-style-type: none"> I will deepen my understanding of what networking is and how it helps with exploring future employment opportunities I can identify experiences, groups or individuals who are important links in my network 	30 Minutes Outcomes: Upload Network Planning Document to Storyboard
Assignment	Lesson 11: Work-Life Balance	<ul style="list-style-type: none"> I can assess how my current work (school) demands affect family life, free time, etc. I can identify the demands of a career of interest on my time and explore strategies for maintaining a healthy work-life balance now and in the future. 	30 Minutes Outcomes: Complete Xello lesson

12th Grade Lessons

Location	12th Grade	Learning Targets	Teacher Notes
Activity	Lesson 1: Cross the Line	<ul style="list-style-type: none"> I can share my personal experiences with my classmates. I can explore the similarities and differences between me and my classmates. 	30 minutes SEL Lesson needs to be conducted with a group of students Will need to move desks/tables and put masking tape on the floor
Assignment	Lesson 2: Graduation Requirements and Transcript Check	<ul style="list-style-type: none"> I can confirm which courses I need to complete this year in order to meet the graduation requirements for my high school. I can confirm I have all the necessary courses needed for graduation on my class schedule for this year. I am aware of my present cumulative Grade Point Average and class rank (if applicable) and how this relates to my post secondary plan. 	15 minutes Will need a copy of graduation requirements (can upload to slide deck) Will need a copy of student's transcripts and student's senior year schedules
Assignment	Lesson 3: Recording Work and Volunteer Experience	<ul style="list-style-type: none"> I can use XELLO to access and/or record information about my involvement in co-curriculars during my four years of high school along with my employment history 	30 minutes Will need computer access
Assignment	Lesson 4: College Essays/Student Profile	<ul style="list-style-type: none"> I can access college essay/personal essay prompt(s), for the 4 year colleges of my choice. I can write a student profile if I plan to attend a technical college, or enter the military or the workforce. This will help me when I write a cover letter. 	30 minute 30 minute per edit 30 minute revisions Will need computer access
Assignment	Lesson 5.1: Technical College Applications Lesson 5.2: 4 Year College Applications	<ul style="list-style-type: none"> I can review the college application requirements. I can identify a program of interest/program I will pursue in college. I can complete a technical college or a 4 year college application. 	30 minutes for presentation 20 minutes for Tech College Applications 45 minute for 4 year College Applications Will need computer access

		<ul style="list-style-type: none"> I can submit my college application by the application deadline. 	
Assignment	Lesson 6: FAFSA	<ul style="list-style-type: none"> I understand that every student that plans to attend a technical college or a public or private 4 year college should complete the FAFSA. I can create a FAFSA account to get my pin number. I can access assistance with completing the FAFSA. I can complete the FAFSA. 	<p>30 minutes</p> <p>Student and parent will both need to create an account to receive a PIN number in order to complete the FAFSA</p>
Assignment	Lesson 7: Creating a Budget	<ul style="list-style-type: none"> I can use the FREE Money Path and Edmit websites to help build a budget for life after graduation. 	<p>30 minutes</p> <p>Teacher/advisor will need to register for FREE student accounts via Money Path and EdMit prior to the delivery of the lesson.</p> <p>Will need computer access</p> <p>Includes link to an additional 45-minute budgeting lesson if students have not yet studied budgeting in Personal Finance</p>
Assignment	Lesson 8: Letters of Recommendation	<p>I can identify the purpose of letters of recommendation.</p> <p>I can identify appropriate adults to ask for a letter of recommendation.</p> <p>I can complete a letter of recommendation form to share with individuals that have agreed to write a letter of recommendation for me.</p> <p>I can ask and obtain a letter of recommendation from an adult in my life for a job application, college application, and/or scholarship application.</p>	<p>30 minutes</p> <p>Student access to the Letter of Recommendation form whether digitally or paper copy.</p> <p>Google Doc</p>
Assignment	Lesson 9: Scholarship Search	<p>I can search for local, state and national scholarships.</p>	<p>30 minutes</p> <p>Will need to be familiar with your own districts scholarship posting and completion practices</p> <p>Will need computer access</p>

Assignment	Lesson 10: Job Search	I can conduct a company specific, local, state and national job search.	30 minute presentation 30 minute for conducting job search Will need computer access
Assignment	Lesson 11: Cover Letters	I can write properly formatted business letters. I can write a cover letter for a job application.	Will need to have completed Lesson 10 prior to Lesson 11 30 minute presentation 30 minute for creating cover letters 30 minutes to peer edit Will need computer access
Assignment	Lesson 12: Resumes	I can provide constructive resume critique. I can write a resume.	Will need to print out classroom copies of sample Resume 1 Resume 2 Resume 3 Resume 4 prior to session 1 30 minute presentation 30 minute for creating resume 30 minutes to peer edit Will need computer access
Assignment	Lesson 13: Interviewing	I can prepare myself for an interview. I can take part in a mock interview. I can reflect on the feedback from my mock interview.	30 minute presentation 30 minute interview practice
Assignment	Lesson 14: Registered Apprenticeship	I can explore which careers can be pursued by completing an Adult Apprenticeship. I can navigate how to acquire an Adult Apprenticeship following high school graduation	30 minutes
Assignment	Lesson 15: Final Transcript check and Dual Credit Record/Transfers	I can check over my final transcript for accuracy. I know how to get transcripts sent to the college/university I will attend to ensure I get	30 minutes Will need a copy of student's transcripts and student's senior year schedules

		<p>the credits for the dual courses I took while in high school.</p> <p>I know how to get my AP scores sent to the college/university I will attend.</p>	
Assignment	Lesson 16: Final Reflection	<p>I can reflect on the Academic and Career Planning process that I participated in during high school.</p> <p>I can reflect on my own career and college readiness.</p>	<p>30 minutes for creation of final reflection</p> <p>Will need computer access</p>



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