

GLC2O LEARNING GOALS AND SUCCESS CRITERIA
Career Studies Assessment Outline

UNIT (CURRICULUM STRANDS)	LEARNING GOAL(S)	SUCCESS CRITERIA
<i>Personal Management (PM)</i>	<p><i>I will be able to:</i></p> <ul style="list-style-type: none"> • Assess myself in order to create a personal profile of my skills, abilities, likes, dislikes, strengths and weaknesses, in order to develop my career plan. (PM1) • Identify, evaluate and apply the personal management skills and characteristics needed for school success, as they are related to my career plan. (PM2) • Communicate effectively in order to work with others in a variety of situations. (PM3) 	<p><i>I can:</i></p> <ul style="list-style-type: none"> • Conduct a personal SWOT analysis in order to determine my strengths, weaknesses, opportunities and threats. (PM1) • Complete the online IPP assessment through Career Cruising in order to determine best choice for myself for future careers based on my skills, likes, dislikes, etc. (PM1) • Differentiate between internal and external factors affecting potential education and career opportunities. (PM1) • Create a personal portfolio documenting my personal information. (PM2) • Use the problem solving process to identify and develop solutions for current and potential future problems as they relate to personal, educational and career issues. (PM2) • Describe a variety of verbal and non-verbal communication skills; active listening, facial expressions, appropriate body language) (PM3) • Effectively give and receive feedback. (PM3) • Identify a range of teamwork and leadership skills required in consensus building, mediation and conflict resolution. (PM3)
<i>Exploration of Opportunities (EO)</i>	<p><i>I will be able to:</i></p> <ul style="list-style-type: none"> • Use a research process to locate and select relevant career information from a variety of sources for inclusion in my portfolio.(EO1) • Identify current trends in society and the economy and describe their effect on my work opportunities and work environments. (EO2) • Identify a broad range of options for my present and future learning, work and community involvement. (EO3) 	<p><i>I can:</i></p> <ul style="list-style-type: none"> • Identify three professions that interest me and explain why they would be a good fit for my future. (EO1) • Effectively research career related information needed in order to determine a variety of needs related to specific career choices; education, training, duties, job security, wage, required skills and knowledge.(EO1) • Explain the importance of safety in the workplace, worker rights and responsibilities. (EO1) • Create a portfolio that organizes future career pathways. (EO1) • Identify trends in the economy and society that influence available jobs and work environments (changing demographics, self employment, entrepreneurship). (EO2) • Explain and understand the importance of diversity in the workplace. (EO2) • Identify a variety of local, regional and international work opportunities. (EO2) • Demonstrate a clear understanding of the necessary secondary school courses required for desired career options at the post secondary level. (EO3) • Compare and contrast post secondary programs at a variety of institutions to determine a best fit for my learning and potential career needs. (EO3) • Identify a variety of learning opportunities and pathways available at the secondary level; SHSM, OYAP, Certificate of Achievement, University, College) (EO3)

<p>Preparation for Transition and Change (TC)</p>	<p>I will able to:</p> <ul style="list-style-type: none"> • Use appropriate decision making and planning processes to set goals and develop my career plan. (TC1) • Analyze changes taking place on a personal level, in the community and the economy, identifying strategies to facilitate smooth transitions for myself during times of change. (TC2) • Demonstrate an understanding of, and the ability to prepare for the job search process when I am ready to do so. (TC3) 	<p>I can:</p> <ul style="list-style-type: none"> • I can distinguish between a job and career. (TC1) • Research and select essential items for everyday life based on a projected wage related to potential career opportunities that best suit my goals. (TC1) • Set short and long term goals, outlining a process for achievement. (TC1) • Identify barriers that could interfere with short and long term goals. (TC1) • Produce a long range plan from secondary school through to career attainment identifying changes, transitions and obstacles that could arise. (TC2) • Identify personal and work related transitions to existing experiences. (TC2) • Differentiate between positive and negative ways in dealing with transitions and changes as they occur. (TC2) • Comfortably search for available jobs and assess my skills in relation to necessary qualifications. (TC3) • Create a cover letter and resume in preparation for applying for future employment. (TC3) • Complete a job application form in order to prepare for future employment. (TC3) • Prepare interview questions and answers in anticipation of the interview process. (TC3) • Prepare for and complete a job interview with confidence. (TC3)
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Your grade in GLC20 will be determined based on the Learning Goals listed in the above table, which are reflective of the overall expectations in the curriculum document. The success criteria listed above may change as the semester progresses, but the learning goals will remain the same. All assessments throughout the course of the semester will be categorized by learning goals instead of TACK categories. You will still see a variety of question types that reflect knowledge, communication, application, and thinking, but you will be assessed specifically on your ability to meet the goals of each unit. The approximate weighting of each learning goal is listed in the table below.

Learning Goal (% of final grade)		
Personal Management (30)	Exploring Opportunities (42)	Transition and Change (28)
PM1 (10)	EO1 (14)	TC1 (13)
PM2 (10)	EO2 (14)	TC2 (5)
PM3 (10)	EO3 (14)	TC3 (10)

PM – Personal Management, EO – Exploration of Opportunities, TC – Transition and Change