



Preparing for College and Careers

Course Outline/Syllabus

Supplies Needed:

- 2" three ring binder
- 10 divider tabs for binder
- Pencils & Highlighter
- Notebook paper for binder

Indiana Department of Education Standards:

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|--|---|
| PCC 1.0 Exploring Self | Financial Literacy 2.0 Relating Income & Careers |
| PCC 2.0 Exploring Careers | FI 3.0 Managing Money |
| PCC 3.0 Exploring College & Post-secondary Options | FI 4.0 Managing Credit & Debt |
| PCC 4.0 Making Decisions | FI 6.0 Saving & Investing |
| PCC 5.0 Making a Plan | |
| PCC 6.0 Personal Skills | |
| PCC 7.0 Employability Skills | |

“Preparing for College and Careers addresses the knowledge, skills, and behaviors all students need to be prepared for success in college, career, and life. The focus of the course is the impact of today’s choices on tomorrow’s possibilities. Topics to be addressed include twenty-first century life and career skills; higher order thinking, communication, leadership, and management processes; exploration of personal aptitudes, interests, values, and goals; examining multiple life roles and responsibilities as individuals and family members; planning and building employability skills; transferring school skills to life and work; and managing personal resources. This course includes reviewing the 16 national career clusters and Indiana’s College and Career Pathways, in-depth investigation of one or more pathways, reviewing graduation plans, developing career plans, and developing personal and career portfolios. A project based approach, including computer and technology applications, cooperative ventures between school and community, simulations, and real life experiences, is recommended.” Indiana Department of Education

Course Requirements:

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| Precision Exams> Pre/Post | Online College & Career Research |
| Community Service Project>3 hours | Career Interviews/Guest Speaker Reflection |
| College & Career Portfolio | Completion of Sample Applications |
| Career Choice Projects | Graduation Plan |
| College/Post Secondary Option Projects | Career Pathway Presentation |

Naviance Components

Grading Policy:

90-100 = A

80-89 = B

70-79 = C

60-69 = D

Missing/Late Work: *Students receive a letter grade lower for each day an assignment is missing/late up to three days. After the third day, students will complete work for half credit.*

College & Career Portfolio Tabs:

1. Self Assessments
2. Activities
3. Career Exploration
4. Post Secondary Options
5. Journals
6. Interviews/Guest Speakers
7. Projects/Presentations
8. Graduation Plan
9. Sample Application/Forms
10. Financial Literacy



Preparing for College & Career Websites:

www.naviance.com

www.learnmoreindiana.org

www.onetonline.org

www.triptocollege.org

www.indianacareerexplorer.org

www.collegeboard.org

www.bls.gov/k12

www.careerclusters.org