

Ms. Caumartin

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## **Career Development: Life/Work Building Course Outline**

**Credit Value:** 1.0 Credit**Course Code:** 0099**Prerequisites:** None**Textbook:** None

### **Wisdoms from the working...**

"People who never do any more than they get paid for, never get paid for any more than they do."

- Elbert Hubbard

"You can't have a million dollar dream with a minimum wage worth ethic."

- Zig Ziglar

"Son, if you really want something in this life, you have to work for it. Now quiet! They're about to announce the lottery numbers."

- Homer Simpson

"Sometimes I spend the whole meeting wondering how they got the big meeting table through the door."

- Anonymous

### **Course Description**

The career development courses have been designed to connect school learning with workplace and labour market realities; this connection will then contribute to increasing the number of students graduating from high school in Manitoba. The courses are designed to provide a smoother transition between high school graduation and more appropriate post-secondary educational programming. These courses will help you acquire and apply knowledge and skills to make appropriate decisions for life, work, and the essential post-secondary education/training that is required in today's economy. The experiential learning components will provide you with opportunities to explore potential occupations, and to demonstrate employability skills, essential skills, and specific occupational skills. The broad range of experiences may vary from community visitor presentations or volunteerism to community placements through which you will have opportunities to gain knowledge and learn skills that are different than those in the classroom setting.

## Course Timeline

Unit 1: Personal Management (Sept)

Unit 2: Career Exploration (Sept / Oct)

Unit 3: Learning & Planning (Oct / Nov)

Unit 4: Job Seeking & Maintenance (Nov / Dec)

Unit 5: Career & Community Experiences (Dec / Jan)

**Assessment & Evaluation** – The curriculum is available at

<https://www.edu.gov.mb.ca/k12/cur/index.html>

Course Work (70%) – Each outcome (or cluster of outcomes) will have a number of formative assessments to help students determine their level of understanding, as well as a final assessment that is weighted according to the amount of time allotted to that section of the course.

Students will also complete a 30-hour work experience placement that will be assessed according to a supervisor report and an individual reflection about the experience.

Final Exam (30%) – There is no written final exam in this course, but a final project will be completed instead.

**Academic Dishonesty** – any act of cheating, plagiarizing, or copying of work by a student will result in stiff penalties. The first offense will be a choice of zero on the assignment or a redo at my convenience, as well as a letter sent home to your parents. The second offense will be an automatic zero, with a referral to administration for any further discipline.

**Late Assignments** – There are no assignments in this course. Both major projects are due on or before the date set. Other than medical emergencies and prior arrangements, failure to do so will result in a grade of 0.

**Missed Assessments & Rewrites** – Any missed assessment will be given a grade of 0 unless valid reasons are given (eg. *hospitalization*). A student who misses an assessment will be required to complete it during the lunch hour (or spare) ***on the day they return to school.***

Assessments can be rewritten upon the request of the student, but will only be granted after that student has earned the opportunity. This requires attendance at lunch (or spare) for extra help and practice, as well as multiple formative assessments in order to demonstrate sufficient understanding.