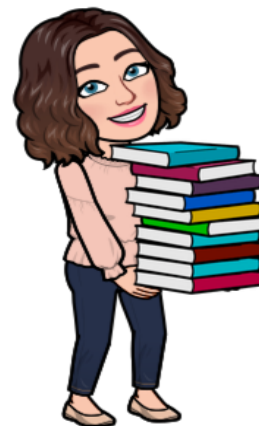


Career Expo 9 Syllabus: Mrs. Shultz- Room 125

Course Description:

This semester course is designed to provide a systematic approach to the career planning process. The course is conceptually divided into two focuses: an exploration of student interests in the working world and real-world occupational expectations. Students will identify their personality types, interests, skills, and job values, begin to define goals for their lives, match themselves to career and educational options, and set career and educational goals and plans. Participants will conduct career research and complete a career research project. Students will also learn job interview and budget basics. A student who has completed this course should be better able to manage their own career development.



Course Objectives

By the end of this course, students will be able to:

1. Recognize, analyze, and interpret occupational skills in their desired field.
2. Operate budget basics and develop live interview skills in public speaking.
3. Prepare for professional careers or higher education through an academic plan.
4. Complete a research project as a summative expression of career orientation.

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Required Materials

The following materials are required for successful completion of this course.

- A folder
- Pencils or pens
- A charged Chromebook

Major Assignments:

A variety of activities and assignments will be completed throughout this course. Due dates will be provided as activities are assigned to students. Course content will consist of the following:

- **Writing:** Practice exercises, bell ringers, and various longer writing assignments focusing on informative, narrative, explanatory, and argumentative pieces.
- **Literature:** Reading will be done both inside and outside of class. Class discussions, activities, written responses, and tests will also be included in course content.
- **Employment:** Career oriented application focusing on how to plan for a desired career. This includes researching, creating a career portfolio, and interviewing.

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Grading:

Students will complete both formal and informal assessments throughout the duration of the course. Assessments will include but are not limited to quizzes/tests, essays, presentations, creative projects, homework, class activities, participation, and bell ringers. Grading for the course will be based on points accumulated from these assessments according to the Rockwood Area School District grading scale.

Grading Scale

100-90	A
89-80	B
79-70	C
69-65	D
64 & below	F

Mrs. Shultz' Classroom Rules and Expectations:

- Bring all necessary materials to class every day. This includes a writing utensil, your planner, notes/handouts, a charged Chromebook, your binder/folder, and reading materials.
- All assignments are to be turned in on the due date. Late assignments will lose 10% for each day not turned in. **After 5 days, the assignment will not be accepted for any points** (unless there has been previous discussion with the teacher regarding extenuating circumstances).
- If you are absent, it is your responsibility to make up any missed assignments. You have as many days as you were absent to make up your work (so, if you were absent two days, you have two days to make up your work.) Missed work can be found in the absent work folders at the back of the classroom. It is also your responsibility to check Google Classroom for missing assignments.
- You are to be in class and seated in your assigned seat when the late bell rings. If you are late, you must have a pass. Arriving late to class four times will result in detention.
- Reading assignments given as homework are very important. I may give reading quizzes periodically to ensure students are completing the assigned reading.
- You are responsible for taking care of books and materials assigned to you. Students will be responsible for the cost of replacing lost or damaged materials.
- Food is not permitted in the classroom (unless given special permission by the teacher).
- Students will not open windows, move classroom objects, or touch items on the teacher's desk.
- Students will remain seated until dismissed by the teacher. Students are not permitted to gather by the door or move around the classroom while waiting for dismissal.
- Students will be respectful to the teacher, classmates, and all classroom objects/supplies.
- Maintain a positive attitude and put in your best effort!

Plagiarism and Cheating:

Plagiarism and cheating will not be tolerated. Plagiarism refers to claiming someone else's words, thoughts, or ideas as your own. This could refer to a classmate or information taken from the Internet. **This also includes any AI generated content.** Any work copied from someone or somewhere else will not be accepted and will result in a 0 for both you and the individual whose work you copied. Any work completed using AI technology will not be accepted. All assignments are subject to be checked for authenticity using anti-plagiarism software, such as Turnitin. Furthermore, handwritten assignments must be completed in your own handwriting unless previously approved by the teacher. Assignments that are re-submitted from other classes or other students will receive a zero.