

Career Education Syllabus:

Teacher	Ms. Flores	E-mail	Jflores25@schools.nyc.gov
Phone Room #	212-465-4390 222	Office Hours	Email me anytime.

Description:

- The purpose of this course is to help young adults recognize the skills needed to identify his/her personal career interests. Through this course students will be able to define personal traits, skills, interests and aptitudes. Students will be made aware that there are many factors to consider before selecting a suitable career. This course will assist the students in assessing their personal strengths and weaknesses as they relate to career decisions. The student will develop skills in this course that are generic to all occupations, such as properly preparing career documents needed to obtain employment. The student will be able to recognize that career enhancements and career changes are common and that they need to be prepared with the proper tools, resources, and guidance to make informed decisions about their career choice throughout their lifetime.

Goals:

- Students will be able to utilize technology to enhance projects and miscellaneous documents.
- Students will be able to explore and gather information that enables them to synthesize, gain competencies, make decisions, set goals and take action.
- Students will be able to research a career choice.
- Students will have the opportunity to make a presentation to the class on their career research.
- Students will be able to create portfolio reflecting their personality characteristics, their career choice, and other useful information as resources for the world of work.



Careers Outline:

Unit 0- Intro

Unit 1- Success

Unit 2- Lifestyle Choices

Unit 3- Career Choices

Unit 4- Career Clusters

Unit 5 -School to Career Transition

Unit 6- Career Professionalism

Grading Policy

Classwork	40%
Homework	30%
Projects	30%

Classwork (40%): Classwork grades are assessed by you the student using the rubric given to you. If you are absent you must see me to make up the work or get a 0 for the assignment.

Homework (30%): You will receive remote assignments 3 out of 5 days.

Projects (30%): You will be assigned at least one project per semester which is about two over the course of the year. With the project I will assign a rubric. If a marking period passes without an assigned project the 30% weight will be redistributed evenly amongst classwork and homework.

Teacher/Parent Communication

Homework/Make-up Work – The following website is your best resource for daily homework information and make up work. You can go to this website to find out if there is homework for the evening or, if your student was absent that day, what the student needs to do to get caught up in class

Instructions:

- Go to <https://classroom.google.com>
- Input your User ID and Password
- Click on your class
- Click on assignments

Policy on Plagiarism – Plagiarism is the use of the words, facts, ideas, or opinions of someone else without specific acknowledgement of their source. It is the attempt-deliberate or unintentional-to pass off as one's own what in fact has been borrowed. To fail to indicate sources of information and/or to fail to identify them constitutes plagiarism. Any work which has been plagiarized will receive a 0 and the student will forfeit the right to re-do the assignment for credit. Academic dishonesty in any form will not be tolerated.

Parents: Please provide an e-mail address and a daytime telephone number that you would prefer I use to contact you regarding your student's progress and/or behavior. Please sign below and send back with your student indicating that you have seen this syllabus. Also, please feel free to provide any additional information you would like me to have regarding your student or future communication in the space provided. Thank you.

Print Student Name

Student Signature _____

Date

Print Parent/Guardian Name

Parent/Guardian Signature _____

Date

Parent/Guardian Daytime Phone Number

Parent/Guardian E-mail Address

Additional Information:
