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| Career Preparedness  Mrs. Sherri Evans | 552 South Main Street  Brundidge, AL. 36010  **(334) 735-2389**  [**Sevans@pikecountyschools.com**](mailto:Sevans@pikecountyschools.com)  **Syllabus** |
| **Course Information (from the Alabama Course of Study):**  Career Preparedness is a required one- credit elective for the Alabama High School diploma. Our program goal, as well as the State goal, for Career and Technical Education is to empower students with work-readiness skills necessary for success in the twenty-first century. Career empowered students are productive citizens who are prepared with knowledge and skills for post-secondary education or employment. The Career and Technical Education classroom provides all students with the opportunity to combine academics with high-caliber learning experiences.    **Textbook/Materials:**  Sharpened pencil or pen  1” Three- ring binder and notebook paper  **Course** **Objectives**: The goals for this course are for students to:   1. Demonstrate knowledge of personal decision making. 2. Create academic plans and develop career opportunity skills. 3. Demonstrate knowledge of technology skills. 4. Develop plans for managing finances including budgeting, saving and investing, use of credit, and risk management.   **Course Outline**: The course outline includes the following major content:   1. Personal Decision Making 2. Academic Planning and Career Development 3. Technology Skill Applications 4. Managing Finances and Budgeting 5. Saving and Investing 6. Banking and Financial Institutions 7. Credit and Debt 8. Risk Management and Insurance   **Instructional Methods**: Google Classroom, PowerPoint presentations, cooperative group activities, class discussions, demonstrations, note-taking, role-playing, online coursework, pictures and videos, others as needed.  **Assessment Procedures**: Daily assignments, tests and quizzes, performance assessments, laboratory work, project reports, assignment completion, class discussion/participation, and project presentation are used in assessing student learning and progress throughout the course.  Please note the Exemption Policy for this class in the student handbook. ClassRoom Rules:Be ResourcefulBe RespectfulBe Responsible | **Weekly Breakdown (Standard)**  Week 1- Introduction, Personal Decision Making(1)  Week 2- Technology Skill Application(3)  Week 3- Academic Planning(2)  Week 4-Career Development(2)  Week 5-Career Development(2)  Week 6-Managing Finances(4)  Week 7- Budgeting(4)  Week 8-Saving (5)  Week 9-Investing(5)  Week 10-Banking(6)  Week 11-Financial Institution(6)  Week 12-Scholarship and Work Study(4)  Week 13-Career Academy Exploration(2)  Week 14-Credit(7)  Week 15-Debt(7)  Week 16-Risk Management(8)  Week 17- Insurance(8)  Week 18- Review, Finals, and Conclusion(1-8)  **Grading**  A 90-100  B 80-89  C 70-79  D 60-69  **Behavior Plan**  First Offense- Warning  Second Offense- Student Conference  Third Offense- Parent Contact  Fourth Offense- Parent Conference  Fifth Offense- Referral  **Nine Week Grading Practices**:  50%: Exams and projects  50%: In-Class assignments and Homework.  **Culminating Product(s):** Students will create portfolios and reports on the various units. |