AGENDA

GRADE: 9

MONTH: March (9th grade registration Prep) – Lesson 1

THEME: Planning for Next Year and Beyond

Everett Public Schools Professional School Counseling Curriculum

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ASCA Standards: A:B2 Plan to Achieve Goals
C:C1 Acquire Knowledge to Achieve Career Goals
C:C2 Apply Skills to Achieve Career Goals

GOALS: 1) Review Career Results in WOIS from November Lesson.
2) Input four year plan onto electronic copy and upload to WOIS.

TIMELINE: One Period in computer lab.

ESSENTIAL QUESTIONS: What are my academic goals?
What courses do I need?

MATERIALS NEEDED:
[] Computer for each student
[] WOIS Career Results and four year plan handout for each student
[] High School Planning Guide for each student

CLASSROOM ACTIVITY 1:   **Review Career Results from the November Lesson** *(10 minutes)*
Hand out the WOIS Career Results and Four Year Plan handout.

In November 9th graders took a career interest survey in WOIS and saved that information on their WOIS portfolio. Today they are going to log into their WOIS portfolio and review the careers that they saved to get them focused on their future plans by following the directions on the handout.

CLASSROOM ACTIVITY 2:   **Fill in electronic copy of four year plan** *(30 minutes)*
Instruct student to follow the directions on the WOIS Career Results and Four Year Plan handout to open the electronic copy of a four year plan. Then using the career they are interested in and the High School Planning Guide they fill in their four year plan. When the plan is completed they can save it to their student folder and then upload the document to their WOIS portfolio. This will allow them to access it from home as well and make edits.

STUDENT PRODUCTS: Electronic copy of four year plan saved on their portfolio at school and on their WOIS portfolio.

Review WOIS Career Results

Got to: **www.wois.org** and follow the steps below:

1) Enter the Site ID in top left of page if needed: eyx643 or type in your User ID and Password (both are your **_student number_**)
2) Click on "Portfolio" in the left column

You have two ways to review your Careers	
To Review Interest Profiler Results	**To Review Careers saved in your Portfolio**
3) Click on "Assessments/Tests" 4) At the end of the Interest Profiler row Click on "[Results]" 5) From here you can see your results and explore careers related to your results	3) Click on "Career Research" 4) Click on "[WOIS |" next to one of the saved careers you would like to look at again

Completing the Electronic copy of your 4 year plan

1) Click on "Portfolio" in the top left corner of the screen
2) On the right side of the screen click on the "Four Year Plan" Link then click "Open"
3) When the form opens click on "File" then "Save As" and make the File name: your last name_4_year_Plan. For example if you last name was Abbott you would name the file Abbott_4_year_Plan
4) Make sure to click on "My Documents" on the left side of the "Save As" screen so you save the file in "My Documents" then click "Save"
5) Fill in the plan saving periodically

Guiding questions for creating your four year plan are:
>   If your desired career requires a college degree what are the required classes that need to be taken in high school to be eligible for entrance into a four year university? **(Look in HS Planning Guide)**
>   If the career does not require college what type of training does it require and what do you need to do in high school to be prepared to enter the necessary training program?

6) After you have filled in the plan hit save one last time
7) Go back to WOIS and in the left column click on "File Management"
    a. In the Upload File section next to Description type in "High School plan"
    b. Click "Browse…" Click on "My Documents" on the left of the Choose file screen then fined you 4 year plan titled "your last name_4_year_Plan" click on file then click on "Open"
    c. For "Section/file type" select "High School & Beyond Plan" then click "Upload"
8) Now you can access this document at anytime you log into WOIS by clicking on the blue File Name link.