



Career Prep
Year at a Glance (YAG)

First Semester		Second Semester	
1st Nine Weeks – 41 days (August 16 th – October 13 th) <i>(September 6th – Labor day – No School)</i> <i>(October 11th – Staff Development)</i>		3rd Nine Weeks – 43 days (January 3 rd – March 4 th) <i>(January 17th – MLK – No School)</i> <i>(February 21st – President's Day)</i> <i>(March 7th – 11th – Spring Break)</i>	
TEKS 1Ci, 1Di, 1Ei–ii 2Bi–iii, 2Ci, 2Di–i i, 2Ei, 2Eiii, 2Fi–ii, 2Gi–ii, 2Ji, 2Li, 3Ai, 3Bi, 3Ci–ii, 3Ei, 3Fi 4Diii 5Ci, 6Ai–xii, 6Av, 6Aviii, 6Axi 7Di 8Ai, 8Bi, 8Eiv 9Ai, 9Aiii	<p>Unit 1 Career Exploration Students will see how important work is for our well-being and self-image. You will also see how work-based learning programs provide v</p> <p>Unit 2 The Job Hunt Students will demonstrate the following job-seeking skills: writing a resume and cover letter, completing a job application, finding and pursuing employment leads, selecting/using references, and interviewing for a job.</p> <p>Unit 3 Skills for Success Students will learn more about the qualities and characteristics required to be successful in business and industry. While a basic understanding and development of employability skills will help students obtain employment, they will learn that developing leadership skills will aid them in job retention and potential promotion opportunities.</p>	TEKS 1Ai, 1Bi–ii 2Ci 2Ei, 2Eii, 2Hi–iv, 2Ii, 2Ji 3Gi, 3Hi–ii, 5Ai–iv, 5Bi–ii, 5Ei 8Ai, 8Ci–ii, 8Di–ii 9Ai–iv, 9Biii, 9Ci–ii	<p>Unit 4 Career Planning This unit will help students better understand the various career opportunities within the career cluster they are interested in. Students will develop a career plan designed to achieve their career goals within this industry. Students will also be able to identify and describe the work ethic needed for career advancement in the lodging industry (e.g., skill sets, work schedules, travel/relocation, teamwork, communication skills, flexibility and adaptability etc.).</p> <p>Unit 5 Job Satisfaction Students will evaluate strategies for career retention and advancement. Students will determine viable career options (high-demand, high-skilled, and high-wage) through analysis of national, state, regional, and local labor market information. Students will identify trends and changes in employment trends, societal needs, and economic conditions that affect career plans. Students will analyze the impact of money, investment, credit, savings, debt, identity theft, and financial institutions on the development of the nation and the lives of individuals.</p>
2nd Nine Weeks – 42 days (October 14 th – December 17 th) <i>(November 22nd – 26th – Thanksgiving Break)</i> <i>(December 20th – 31st – Holiday Break)</i>		4th Nine Weeks – 51 days (March 14 th – May 25 th) <i>(April 8th – Battle of Flowers – No School)</i> <i>(April 15th – Good Friday – No School)</i> <i>(May 30th – Memorial Day – No School)</i>	



<p>TEKS 2Ai, 2Hi-iv 4Ai, 4Di 5Ai-iv 6Aiii, 6Avi, 6Aix, 6Axii 7Ai, 7Bi, 7Ci-ii, 7Ei</p>	<p>Unit 3 Skills for Success Students will learn more about the qualities and characteristics required to be successful in business and industry. While a basic understanding and development of employability skills will help students obtain employment, they will learn that developing leadership skills will aid them in job retention and potential promotion opportunities.</p> <p>Unit 4 Career Planning This unit will help students better understand the various career opportunities within the career cluster they are interested in. Students will develop a career plan designed to achieve their career goals within this industry. Students will also be able to identify and describe the work ethic needed for career advancement in the lodging industry (e.g., skill sets, work schedules, travel/relocation, teamwork, communication skills, flexibility and adaptability etc.).</p> <p>PSAT 1 day Early dismissal 1 day Review 3 days Semester Exams 4 days</p>	<p>TEKS 1Eii 4Ci-ii, 4Di,4Bi 5Ai-iv, 8Bi,8Fi 9Ai-iv, 9Biii-iv</p>	<p>Unit 6 Managing Your Career Students will learn how to create and complete initial job acquisition paperwork including I-9 and W-4 forms.</p> <p>RTI Diagnostic 1 Day EOC 1 Day Review 3 Days Semester Exams 4 Days</p>
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Resources

1st Nine Weeks	2nd Nine Weeks	3rd Nine Weeks	4th Nine Weeks
School to Career G-W Learning	School to Career G-W Learning	School to Career G-W Learning	School to Career G-W Learning