

Curriculum Map: Futures 7

Course: Vocational Skills Sub-topic: Vocational

Grade(s): 7

Course Description: In 7th grade Futures students will focus on "the World of Work". Through "The Real Game" curriculum, students will have a job profile, earn a paycheck, pay bills, and buy a home. They will learn time management skills, as well as budgeting. Students will also learn the factors that contribute to job loss and how to go about finding new employment. Students will be required to draft a resume.

Unit: What I know about the world of work

Unit Description: Student are introduced to terms often used in the work place through a game/lesson on Kahoot.

Unit Essential Questions: What do I know about the world of work?

Unit Big Ideas: Starting Work

Unit Materials: ipad

Unit Assignments: Participate in Kahoot.

Unit Key Terminology & Definitions :

- Net income
- Gross income
- Deductions
- Balanced budget
- Leisure time
- Transferable Skills
- Income Tax
- 40 hour work week
- Volunteering
- Integrity
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Topic: Dream Writing

Minutes for Topic: 41

Core Lesson Description: Using focus corrections, students will describe what they want their future life to look like. They will write about four areas: Dream home, ideal mode of transportation, how they would spend their leisure time, and what leisure items they would like to have.

Core Lesson Student Learning Objectives: Students will communicate in writing what they would like their future to look like.

Core Lesson Essential Questions: How can I describe the things I want in my future?

Core Lesson Big Ideas: Writing about the future.

Core Lesson Materials: "Dreaming of the Future" hand out

Core Lesson Key Terminology & Accommodation

Definitions:

Transportation, pedestrian life style

Leisure time

Leisure item

Topic: Day in the life**Core Lesson
Description:**

Students will be picking a "Job Profile" that will be their job for most of the marking period. Students will read a description about this job including what skills and education are needed, what a typical day is like, what the gross pay is for this job, how much vacation time this job profile gets, and how many hours per week this job profile works.

**Core Lesson
Student
Learning
Objectives:**

Students will learn about a new career choice.

**Core Lesson
Essential
Questions:**

What have I learned about this career path?

**Core Lesson
Big Ideas:**

All jobs are necessary and are a part of helping society.

**Core Lesson
Materials:**

Job Role Profile handout

Day in the Life handout

**Core Lesson
Key
Terminology &
Definitions:**

Education and training

Job description

Work hours

Gross Pay

Vacation time

Transferable skills

(Other key terms that are associate with each individual job role profile)

Topic: Creating a Business Card

Minutes for Topic: 41

**Core Lesson
Description:**

Students create a business card for the job that they have.

**Core Lesson
Student
Learning
Objectives:**

Students will learn what the purpose of a business card is and what essential information should be on it. Students will each create a personalized business card based on their job profile.

**Core Lesson
Essential
Questions:**

What essential information should be on a business card?

**Core Lesson
Big Ideas:**

Students create a business card based on their job profile.

**Core Lesson
Materials:**

Examples of business cards

Business Card template

Business Card Rubric

Job profile (to pull essential information from)

Core Lesson

Key

Business Name

Terminology &

Definitions:

Occupation name

Address

Phone number

Fax (not essential but we do discuss what this is)

Social media accounts (if appropriate)

Topic: Levels of Education / Scavenger Hunt

Minutes for Topic: 82

Core Lesson

Description:

We explore the different levels of education and what jobs can be obtained at each level.

Core Lesson

Student

Learning

Objectives:

Students will learn how many years of schooling they will need for each type of degree and examples of what types of jobs that can be obtained at each level. We discuss jobs that require degrees as well as jobs that do not require degrees but require additional training beyond high school.

Core Lesson

Essential

Questions:

What type of additional training do I need to obtain a certain job?

Core Lesson

Big Ideas:

After students determine which level of education their "job profile" has, they will complete a scavenger hunt where they will learn more about their fellow "employees" and their careers.

Core Lesson

Materials:

Levels of education pyramid handout

Scavenger hunt hand out

Core Lesson

Key

Terminology &

Definitions:

Certificate

Diploma

Vocational School

Associates degree

Bachelors degree

Masters degree

Doctorate degree (MD and Phd)

Topic: Time Management

Minutes for Topic: 82

Core Lesson

Description:

Time management and how we use the hours in our day.

Core Lesson

Student

Learning

Objectives:

Students will learn how they can better manage their time.

Core Lesson

Essential

Questions:

What are the must do activities I need to complete during the week?

How do I prioritize my time?

Core Lesson
Big Ideas: Time management and "must do" activities for adults.

Prioritizing tasks.

Core Lesson
Materials: Time management survey - We will do this as a class. Students will then add up their score and see where they fall on the time management scale.

Time management chart (hand out)- Students will chart all their "must do" activities (according to their job profile) in one week. Students must not exceed 168 hour or they must recalculate.

Core Lesson
Key Must do activities
Terminology & Definitions: Prioritize

Procrastinate

Topic: Examining a Paycheck

Minutes for Topic: 41

Core Lesson
Description: Parts of a paycheck and what they mean.

Core Lesson
Student Learning Objectives: Students examine their paycheck and paystub and learn what all the parts are and what they mean.

Core Lesson
Essential Questions: How do I make sense of my paycheck?

Core Lesson
Big Ideas: Understanding the parts of a paycheck.

Core Lesson
Materials: Sample paycheck

Individual student pay checks for each job profile

Moodle review on Parts of a paycheck

Core Lesson
Key Pay check
Terminology & Definitions: Pay stub

Net pay

Gross pay

Deductions

Overtime pay

Medicare

Social Security

Income Tax

Topic: Housing and Expenses

Minutes for Topic: 41

Core Lesson Students will select housing, transportation, essentials, and leisure items that fit their needs

Description: and with in their budgets.

Core Lesson Student Learning Objectives: Students will have to select essentials and leisure items and yet stay with in their budget. If students exceed their monthly budget they will have to make other selections and recalculate.

Core Lesson Essential Questions: How do I select housing, transportation, essentials, and leisure items that fit with in my budget?

Core Lesson Big Ideas: Collecting information and making choices that fit my needs and budget.

Core Lesson Materials: Wish list from "The Real Game"

Core Lesson Key Terminology & Definitions:

- Mortgage
- Rent
- Payment
- Lease
- Net pay

Topic: Budgeting

Minutes for Topic: 82

Core Lesson Description: Students will add up all the essentials and leisure items they selected and determine if they've stayed with in their budget. If they did not stay with in their budget they will have to select different items and recalculate. In addition to what they planned for, students will be presented with a "chance card" in which they will be required to either pay for an unplanned expense or receive unplanned funds.

Core Lesson Student Learning Objectives: Students will add up all the essentials and leisure items they selected and determine if they've stayed with in their budget. If they did not stay with in their budget they will have to select different items and recalculate. In addition to what they planned for, students will be presented with a "chance card" in which they will be required to either pay for an unplanned expense or receive unplanned funds.

Core Lesson Essential Questions:

- How much money will I have left over after I pay for all my essentials and leisure items?
- Am I using my resources wisely?

Core Lesson Materials:

- Expense worksheet
- "Chance" card
- Monthly Budget handout

Core Lesson Key Terminology & Definitions:

- Expense Worksheet
- Payment
- Tax
- Percentage
- Balance

Topic: Job Loss

Minutes for Topic: 41

Core Lesson

Description: Job Loss- 6 factors that may contribute to job loss (without being fired).

- Environmental reasons
- Change in technology
- Layoffs and cut backs
- Restructuring / mergers
- Company moved off shore
- Company closed (for various reasons)

**Core Lesson
Student
Learning
Objectives:**

Students learn 6 ways good employees can still lose their jobs and it is not a reflection of their work ethic.

**Core Lesson
Essential
Questions:**

What are some reasons that an employee might lose their job without being fired?

**Core Lesson
Big Ideas:**

Job loss does not mean you are a bad employee or that you did something wrong. Job loss is not always your fault. There is a difference between being "fired" and losing your job. There are many reasons people might lose their jobs and it is not their fault. We discuss 6 of them in this lesson.

**Core Lesson
Materials:**

"Oh No" hand out

**Core Lesson
Key
Terminology &
Definitions:**

Factors that may affect job loss.

Environmental reasons

Changes in technology

Lay offs and cut backs

mergers/ restructuring

Moving off shore

Company closes (for various reasons)

Topic: Applying for new jobs

Minutes for Topic: 123

**Core Lesson
Description:**

We discuss ways people can look for work and give examples of each.

Online job board

Direct contact

Networking

Classified ads

Company website

Volunteering

**Core Lesson
Student
Learning
Objectives:**

When looking for employment there are many options out there to help you find jobs. It is beneficial to utilize as many options as you can.

**Core Lesson
Essential
Questions:**

What are some ways I can look for work?

**Core Lesson
Big Ideas:**

When looking for employment there are many options out there to help you find jobs. It is beneficial to utilize as many options as you can.

**Core Lesson
Materials:**

"What do I do now" handout

Various job boards and company websites as examples

**Core Lesson
Key
Terminology &
Definitions:**

Online job board

Classified ads

Networking

Direct contact (help wanted signs)

Company website

Volunteering

Application

Topic: Creating a Resume

Minutes for Topic: 82

**Core Lesson
Description:**

Students draft a resume.

**Core Lesson
Student
Learning
Objectives:**

Students will draft a resume using a combination of their personal info and the info from their "job profile".

They will learn how to set up (format) a resume, what information is essential to put on and what is not.

**Core Lesson
Essential
Questions:**

What information should go on a resume?

**Core Lesson
Big Ideas:**

Students will create a resume using appropriate and essential information and formatting.

**Core Lesson
Materials:**

Resume template handout

Smart Futures resume activity

**Core Lesson
Key
Terminology &
Definitions:**

Contact information

Objective

Work History

Summary of Qualifications

Transferable skills

Education

Unit:

This Curriculum Map Unit has no Topics to display