

*Get Focused...Stay Focused!™ Follow-up Module 3:
Preparing to Act on Your 10-year Education Career Plan*

Lesson		Learning Objective	Common Core State Standards for English Language Arts	
#	Title			
1	Updating Your 10-year Plan: Developing a Life-long Habit	Students will review their online 10-year plans, created in the 9th grade, to refresh their memories of their preliminary goals and life choices. This activity reinforces a habit for students of updating their 10-year plans throughout their lives.	W.11-12.5.	Develop and strengthen writing as needed by planning, revising, editing, rewriting, or trying a new approach, focusing on addressing what is most significant for a specific purpose and audience.
			W.11-12.6.	Use technology, including the Internet, to produce, publish, and update individual or shared writing products in response to ongoing feedback, including new arguments or information.
2	Building a Skills-based Education Plan: A Road Map for Self-directed Learners	Students will learn to create a skills-based Education Plan to assure that they master the skills and knowledge required for employment in their chosen fields. This Education Plan will provide the road map to make their journey to skill mastery efficient and rich by providing a variety of learning opportunities.	RI.11-12.7.	Integrate and evaluate multiple sources of information presented in different media or formats (e.g., visually, quantitatively) as well as in words in order to address a question or solve a problem.
			SL.11-12.2.	Integrate multiple sources of information presented in diverse formats and media (e.g., visually, quantitatively, orally) in order to make informed decisions and solve problems, evaluating the credibility and accuracy of each source and noting any discrepancies among the data.
			W.11-12.7.	Conduct short as well as more sustained research projects to answer a question (including a self-generated question) or solve a problem; narrow or broaden the inquiry when appropriate; synthesize multiple sources on the subject, demonstrating understanding of the subject under investigation.
3	Back-Up Plans: Critical to Navigating Your Education and Career	Students will prepare for the unexpected by creating education and career plans for at least two back-up careers.	RI.11-12.7.	Integrate and evaluate multiple sources of information presented in different media or formats (e.g., visually, quantitatively) as well as in words in order to address a question or solve a problem.
			SL.11-12.2.	Integrate multiple sources of information presented in diverse formats and media (e.g., visually, quantitatively, orally) in order to make informed decisions and solve problems, evaluating the credibility and accuracy of each source and noting any discrepancies among the data.
			W.11-12.7.	Conduct short as well as more sustained research projects to answer a question (including a self-generated question) or solve a problem; narrow or broaden the inquiry when appropriate; synthesize multiple sources on the subject, demonstrating understanding of the subject under investigation.
4	Time to Take Action: Developing Your College Planning Timeline and Your Action Item List for Senior Year	Students revisit the College Timeline they created in 11th grade and begin to create a plan for what they need to accomplish in the fall of 12th grade to complete their college applications on time.	RI.11-12.7.	Integrate and evaluate multiple sources of information presented in different media or formats (e.g., visually, quantitatively) as well as in words in order to address a question or solve a problem.
			SL.11-12.2.	Integrate multiple sources of information presented in diverse formats and media (e.g., visually, quantitatively, orally) in order to make informed decisions and solve problems, evaluating the credibility and accuracy of each source and noting any discrepancies among the data.
			W.11-12.7.	Conduct short as well as more sustained research projects to answer a question (including a self-generated question) or solve a problem; narrow or broaden the inquiry when appropriate; synthesize multiple sources on the subject, demonstrating understanding of the subject under investigation.
5	College Planning Timeline	Students will continue researching the admissions requirements for the institutions to which they intend to apply and finalize a quantitative plan for completing these requirements.	RI.11-12.7.	Integrate and evaluate multiple sources of information presented in different media or formats (e.g., visually, quantitatively) as well as in words in order to address a question or solve a problem.
			SL.11-12.1.	Initiate and participate effectively in a range of collaborative discussions (one-on-one, in groups, and teacher-led) with diverse partners on grades 11–12 topics, texts, and issues, building on others' ideas and expressing their own clearly and persuasively.
			SL.11-12.2.	Integrate multiple sources of information presented in diverse formats and media (e.g., visually, quantitatively, orally) in order to make informed decisions and solve problems, evaluating the credibility and accuracy of each source and noting any discrepancies among the data.
			W.11-12.7.	Conduct short as well as more sustained research projects to answer a question (including a self-generated question) or solve a problem; narrow or broaden the inquiry when appropriate; synthesize multiple sources on the subject, demonstrating understanding of the subject under investigation.

*Get Focused...Stay Focused!™ Follow-up Module 3:
Preparing to Act on Your 10-year Education Career Plan*

Lesson		Learning Objective	Common Core State Standards for English Language Arts	
#	Title			
6	Seeking Letters of Recommendation	Students will write a professional letter to request a letter of recommendation from a teacher, mentor, supervisor, and/or other appropriate person.	L.11-12.1.	Demonstrate command of the conventions of standard English grammar and usage when writing or speaking.
			L.11-12.2.	Demonstrate command of the conventions of standard English capitalization, punctuation, and spelling when writing.
			L.11-12.3.	Apply knowledge of language to understand how language functions in different contexts, to make effective choices for meaning or style, and to comprehend more fully when reading or listening.
			W.11-12.4.	Produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience.
			W.11-12.5.	Develop and strengthen writing as needed by planning, revising, editing, rewriting, or trying a new approach, focusing on addressing what is most significant for a specific purpose and audience.
7	Write Your Ticket to College: Your Application Essay	Students will finalize their college application essay(s)/personal statement(s) so that they are ready to complete their online college applications and/or scholarship applications.	L.11-12.1.	Demonstrate command of the conventions of standard English grammar and usage when writing or speaking.
			L.11-12.2.	Demonstrate command of the conventions of standard English capitalization, punctuation, and spelling when writing.
			L.11-12.3.	Apply knowledge of language to understand how language functions in different contexts, to make effective choices for meaning or style, and to comprehend more fully when reading or listening.
			W.11-12.2.	Write informative/explanatory texts to examine and convey complex ideas, concepts, and information clearly and accurately through the effective selection, organization, and analysis of content.
			W.11-12.3.	Write narratives to develop real or imagined experiences or events using effective technique, well-chosen details, and well-structured event sequences.
			W.11-12.4.	Produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience.
8	Research Scholarships Online	Students will identify at least three scholarship opportunities for which they qualify.	W.11-12.4.	Produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience.
			W.11-12.5.	Develop and strengthen writing as needed by planning, revising, editing, rewriting, or trying a new approach, focusing on addressing what is most significant for a specific purpose and audience.
			W.11-12.7.	Conduct short as well as more sustained research projects to answer a question (including a self generated question) or solve a problem; narrow or broaden the inquiry when appropriate; synthesize multiple sources on the subject under investigation.
			W.11-12.10.	Write routinely over extended time frames (time for research, reflection, and revision) and shorter time frames (a single sitting or a day or two) for a range of tasks, purposes, and audiences).
9	Complete Scholarship Applications and Apply for Financial Aid	Students will complete scholarship applications and apply for financial aid. They must apply for financial aid to discover the types of aid for which they qualify, and knowing that information will allow them to select the most appropriate and cost-effective post-secondary pathway.	W.11-12.4.	Produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience.
			W.11-12.5.	Develop and strengthen writing as needed by planning, revising, editing, rewriting, or trying a new approach, focusing on addressing what is most significant for a specific purpose and audience.
			W.11-12.7.	Conduct short as well as more sustained research projects to answer a question (including a self generated question) or solve a problem; narrow or broaden the inquiry when appropriate; synthesize multiple sources on the subject under investigation.
			W.11-12.10.	Write routinely over extended time frames (time for research, reflection, and revision) and shorter time frames (a single sitting or a day or two) for a range of tasks, purposes, and audiences).

*Get Focused...Stay Focused!™ Follow-up Module 3:
Preparing to Act on Your 10-year Education Career Plan*

Lesson		Learning Objective	Common Core State Standards for English Language Arts	
#	Title			
10	Complete College Applications	Students will organize information for completing their college applications.	W.11-12.5.	Develop and strengthen writing as needed by planning, revising, editing, rewriting, or trying a new approach, focusing on addressing what is most significant for a specific purpose and audience.
			W.11-12.10.	Write routinely over extended time frames (time for research, reflection, and revision) and shorter time frames (a single sitting or a day or two) for a range of tasks, purposes, and audiences).
11	Present Yourself on Paper: Your Résumé, Cover Letters, Thank-You or Resignation Letters	Students will create a résumé or update an existing résumé with recent experiences. Students will also draft a cover letter for a desired job and write a sample professional thank-you letter that can be adapted for various situations.	CCRA.SL.6.	Adapt speech to a variety of contexts and communicative tasks, demonstrating command of formal English when indicated or appropriate.
			L.11-12.1.	Demonstrate command of the conventions of standard English grammar and usage when writing or speaking.
			L.11-12.2.	Demonstrate command of the conventions of standard English capitalization, punctuation, and spelling when writing.
			L.11-12.3.	Apply knowledge of language to understand how language functions in different contexts, to make effective choices for meaning or style, and to comprehend more fully when reading or listening.
			L.11-12.6.	Acquire and use accurately general academic and domain-specific words and phrases, sufficient for reading, writing, speaking, and listening at the college and career readiness level; demonstrate independence in gathering vocabulary knowledge when considering a word or phrase important to comprehension or expression.
			W.11-12.4.	Produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience.
			W.11-12.7.	Conduct short as well as more sustained research projects to answer a question (including a self-generated question) or solve a problem; narrow or broaden the inquiry when appropriate; synthesize multiple sources on the subject under investigation.
12	Get Acquainted with Your Future	Students will visit the website of their chosen college and create a college planning list of important campus information and contacts. Students who plan to go straight into the workforce will explore the www.CareerOneStop.org website and search for employment opportunities that align with their 10-year Plans.	W.11-12.7.	Conduct short as well as more sustained research projects to answer a question (including a self-generated question) or solve a problem; narrow or broaden the inquiry when appropriate; synthesize multiple sources on the subject, demonstrating understanding of the subject under investigation.
13	Take Initiative: Write a Student Education Plan	Students will complete a Student Education Plan (SEP), listing general education and major course requirements for their identified college/institution and declared major, to use as a planning tool when they meet with their	SL.11-12.2.	Integrate multiple sources of information presented in diverse formats and media (e.g., visually, quantitatively, orally) in order to make informed decisions and solve problems, evaluating the credibility and accuracy of each source and noting any discrepancies among the data.
			W.11-12.6.	Use technology, including the Internet, to produce, publish, and update individual or shared writing products in response to ongoing feedback, including new arguments or information.
14	Apply for Jobs and Prepare for Interviews	Students will complete an online job search and identify five positions to which they will apply. Students may also rotate through a mock interview experience.	RI.11-12.7.	Integrate and evaluate multiple sources of information presented in different media or formats (e.g., visually, quantitatively) as well as in words in order to address a question or solve a problem.
			SL.11-12.2.	Integrate multiple sources of information presented in diverse formats and media (e.g., visually, quantitatively, orally) in order to make informed decisions and solve problems, evaluating the credibility and accuracy of each source and noting any discrepancies among the data.
			W.11-12.6.	Use technology, including the Internet, to produce, publish, and update individual or shared writing products in response to ongoing feedback, including new arguments or information.

*Get Focused...Stay Focused!™ Follow-up Module 3:
Preparing to Act on Your 10-year Education Career Plan*

Lesson		Learning Objective	Common Core State Standards for English Language Arts	
#	Title			
15	Experience Your Future: Build a College Schedule	Students will create sample course schedules for their respective colleges.	W.11-12.6.	Use technology, including the Internet, to produce, publish, and update individual or shared writing products in response to ongoing feedback, including new arguments or information.
			W.11-12.7.	Conduct short as well as more sustained research projects to answer a question (including a self-generated question) or solve a problem; narrow or broaden the inquiry when appropriate; synthesize multiple sources on the subject, demonstrating understanding of the subject under investigation.
16	My 10-year Plan: Your Portfolio for Success	Students create or update their professional portfolio and My10yearPlan.com® Education and Career Plan. After four years of high school, extensive career research, planning, reflecting, revising, and gaining real-world career experience, they will leave high school with the tools they need to transition successfully into the next chapter of their lives.	L.11-12.3.	Apply knowledge of language to understand how language functions in different contexts, to make effective choices for meaning or style, and to comprehend more fully when reading or listening.
			SL.11-12.4.	Present information, findings, and supporting evidence, conveying a clear and distinct perspective, such that listeners can follow the line of reasoning, alternative or opposing perspectives are addressed, and the organization, development, substance, and style are appropriate to purpose, audience, and a range of formal and informal tasks.
			W.11-12.6.	Use technology, including the Internet, to produce, publish, and update individual or shared writing products in response to ongoing feedback, including new arguments or information.
			W.11-12.10.	Write routinely over extended time frames (time for research, reflection, and revision) and shorter time frames (a single sitting or a day or two) for a range of tasks, purposes, and audiences.