

4th/5th Grade Career & Workforce Readiness

NAME: _____

DATE: _____

Career Awareness and Preparation

- I can describe how my interests and skills will help me to choose a career.
 - I can explain the difference between traditional and non-traditional careers.
 - I have interviewed a person in a non-traditional career.
 - I can list five (5) different types of career training programs.
 - I have made a list of what is important to me in a career—working conditions, work schedule, salary, benefits, location etc.
 - I have interviewed three (3) adults to find out why they chose their careers and then reported their career stories.
 - I have started to collect items for my career portfolio.
 - I have made a list of my skills and interests and have begun to match them to careers.
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Career Acquisition

- I am polite when talking with others and use proper English speaking skills.
- I have read an ad for a job both on the Internet and in a newspaper.
- I can state the difference between a personal and a business letter.
- I have written a letter to a businessperson.
- I have updated my career portfolio, including awards, special projects, and schoolwork.
- I can give five (5) examples of good work habits that I demonstrate (Examples of good work habits are dependability, communication, initiative, time management, teamwork, and technical literacy).

Career Retention and Advancement

- I can describe five (5) attitudes and work habits that are important both at school and at home.
 - I can describe a team and how the team members work together to achieve a goal.
 - I have learned to accept others' opinions even when I don't agree with them.
 - I can describe a budget and why it is necessary.
 - I can define the following terms: gross pay, taxes, net pay, savings, expenses, and contributions.
 - I can describe my schedule both at school and at home.
 - I can give an example of how a person's career changes (promotions, transfers, etc.) and why it's important to keep learning.
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Entrepreneurship

- I can explain the term entrepreneurship.
 - I have interviewed an entrepreneur to learn the good and bad aspects of his/her business.
 - I have interviewed or researched an entrepreneur to learn about his/her work skills.
 - I have interviewed or researched a business to find out how their goods or services are sold.
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