**Chinle High School Curriculum Guide**

**Grade:** 9th Grade **Subject:** Career Exploration **Timeline:** S2 Week 4-5 **Date:** January 27-Feburary 7, 2014

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| **Activity:** Work Ethics, Time Management, Organizational Skills, Team Work, Classroom Visits | |
| **2.0 Explore a variety of occupational areas**  2.3 Explore various occupations and classify into career clusters  **7.0 DEVELOP LEADERSHIP AND TEAMWORK SKILLS REQUIRED FOR THE WORKPLACE**  7.1 Demonstrate responsibility, dependability, punctuality, cooperation, integrity, and positive attitude expected in the workplace  7.2 Adapt organizational and time management skills for task completion  7.3 Model and demonstrate leadership skills  7.4 Demonstrate teamwork skills  7.5 Outline team dynamics | **8.0 ANALYZE AND DEVELOP LEGAL AND ETHICAL BEHAVIORS**  8.1 Describe a workplace attendance policy  8.2 Choose ethical courses of action in school and work settings  8.3 Describe the relationship and roles of supervisors, employees and co-workers  8.4 Determine rules of safe and appropriate conduct when using the internet and email  8.5 Explain the consequences of illegal and unethical use of information technology  8.6 Explain the consequences of sexual harassment  8.7 Identify legal implications of discrimination |

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| **Learning Targets** | **Academic Vocabulary** | **Level of Thinking** | **Assessment Options** | **Instructional Resource** |
| **East:**  By the end of this section:  We will **explore** different careers in CTE classrooms.  We will **create** an organizational chart and **develop** a schedule.  **South:**  We will show that we can do this by:   * Completing an organizational chart. * Developing a personal schedule. * Completing a KWL exit ticket concerning each classroom visited.   **West:**  To know how well we are learning this, we will look for:   * Participation from everyone. * Actively listen. * Engage by asking questions. * Being courteous to the classes visited. * Thoughtful ideas to describe classrooms that are visited.   **North:**  It is important for us to evaluate ways of envisioning time management for not only occupations but our own personal time.  It is important for us to recognize and implement appropriate organizational structure to an occupation and worksite.  It is important for us to recognize and implement appropriate ethical responsibilities for all occasions.  It is important for us to understand other career choices in our career exploration. | Teamwork  Ethics  Time Management  Organizational Chart  Legal  Illegal  Harassment  Discrimination  Leadership  Integrity  Positive Attitude | Recognize  Recall (KWL)  (Knowledge)  Explain  (Comprehension)  Compare  Construct  (Synthesis)  Evaluate | KWL  Exit Ticket  Personal Reflection  Organizational Chart Worksheet  Time  Management Worksheet | KWL Worksheets  Pen  Pencils  Guest Speakers |
| **Essential Question(s):**  What is ethics?  What do you want to know about the classrooms you visited?  What have you learned about punctuality?  Compare the classroom visited and contrast their differences. | | | | |
| **Other Suggested Instructional Resources:**  TAP RUBRIC, Four Sacred Mountains Learning Targets, KWL Graphic organizer | | | | |
| **Suggested Strategies:**  Questioning Strategies (Low, Middle, High), Discussion Strategy, Self-Reflection Strategy, Time Management Strategy, and Research-based Instructional Strategy (KWL organizer) | | | | |