

Research Careers, Identify Career Pathways of Interest, and Work Skills Needed

Unit. World of Work Skills

Problem Area. Map Career Paths

Lesson. Research Careers, Identify Career Pathways of Interest, and Work Skills Needed

■ **Student Learning Objectives.** Instruction in this lesson should result in students achieving the following objectives:

- 1 Define terminology related to exploring occupations.**
- 2 Research a career of interest.**
- 3 Present a prepared speech about the chosen career.**

■ **List of Resources.** The following resources may be useful in teaching this lesson:

Bailey, Bailey. *Working: Career Success for the 21st Century*. United States: Thomson/Southwestern, 2003.

Occupational Outlook Handbook. <<http://www.bls.gov/oco/>>.



■ List of Equipment, Tools, Supplies, and Facilities

- ✓ Overhead or PowerPoint projector
- ✓ Visual(s) from accompanying master(s)
- ✓ Copies of sample test, lab sheet(s), and/or other items designed for duplication
- ✓ Materials listed on duplicated items
- ✓ Computers with Internet access
- ✓ Classroom resource and reference materials
- ✓ 3 × 5 note cards

■ Terms. The following terms are presented in this lesson (shown in bold italics):

- ▶ occupation
- ▶ occupational description
- ▶ Occupational Outlook Handbook
- ▶ occupational search
- ▶ occupational skills

■ Interest Approach. Use an interest approach that will prepare the students for the lesson. Teachers often develop approaches for their unique class and student situation. A possible approach is included here.

Note: The “Select Careers and Various Paths” lesson should precede teaching this lesson. Yesterday we took an interest survey and started looking at career clusters. Today we are going to delve deeper into careers or occupations of interest to each of you. We are going to start by talking about some terminology that is necessary for you to understand. Then we will begin to investigate and collect data about careers of interest. What kinds of careers have you considered? Have you thought about what it takes to get to that career? Let’s see what we can find to help with your career decision.

SUMMARY OF CONTENT AND TEACHING STRATEGIES

Objective 1: Define terminology related to exploring occupations.

Anticipated Problem: What is the specialized terminology that is related to exploring occupations?

- I. Below are definitions of terms related to occupational research.
 - A. An **occupation** is a name given to a group of similar tasks that a person performs for pay.
 - B. An **occupational description** is a description of the tasks involved, environment, salary, etc. of a particular occupation.
 - C. The **Occupational Outlook Handbook** is a resource of occupational information and data. It is produced by the government and can be found in print and online.
 - D. **Occupational search** is a search in which a person collects information about an occupation of interest using one or more printed resources or databases.
 - E. **Occupational skills** are needed to perform the tasks or duties of a specific occupation.

Many techniques can be used to help students master this objective. As an example, students could use Chapter 14 in Working: Career Success in the 21st Century. Use VM–A to define the terminology used in exploring occupations.

Objective 2: Research a career of interest.

Anticipated Problem: How does one research a career of interest?

- II. During the last class period, we took an interest survey to see where our interests lie. Today we are going to use that information to delve deeper into a career cluster and ultimately a career of interest.
 - A. Using the information from the “Select Careers and Various Paths” lesson, use LS–A to help students research their chosen career path.

Many techniques can be used to help students master this objective. As an example, students could use Chapter 14 in Working: Career Success for the 21st Century.

Objective 3: Prepare and present a speech about your chosen career.

Anticipated Problem: How do I prepare and present an effective speech?

- III. Explain the different parts of a speech and the guidelines of an effective speech.
 - A. Allow time in class to start the preparation of speeches.
 - B. Have materials available for students.

Many techniques can be used to help students master this objective. As an example, students could use Chapter 15 in Working: Career Success for the 21st Century.

- **Review/Summary.** Use the student learning objectives to summarize the lesson. Have students explain the content associated with each objective. Student responses can be used in determining which objectives need to be reviewed or taught from a different angle. Questions at the ends of chapters in the textbook may also be used in the review/summary.
- **Application.** Use the included visual master(s) and lab sheet(s) to apply the information presented in the lesson.
- **Evaluation.** Evaluation should focus on student achievement of the objectives for the lesson. Various techniques can be used, such as student performance on the application activities. A sample written test is provided.
- **Answers to Sample Test:**

Define

1. An occupation is a name given to a group of similar tasks that a person performs for pay.
2. An occupational description is a description of the tasks involved, environment, salary, etc. of a particular occupation.
3. The Occupational Outlook Handbook is a resource of occupational information and data. It is produced by the government and can be found in print and online.
4. Occupational search is a search in which a person collects information about an occupation of interest using one or more printed resources or databases.
5. Occupational skills are needed to perform the tasks or duties of a specific occupation.

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► **Define**

Instructions: In complete sentences, define each of the following terms.

1. occupation

2. occupational description

3. Occupational Outlook Handbook

4. occupational search

5. occupational skills



RESEARCH CAREERS

- ◆ An occupation is a name given to a group of similar tasks that a person performs for pay.
- ◆ An occupational description is a description of the tasks involved, environment, salary, etc. of a particular occupation.
- ◆ The Occupational Outlook Handbook is a resource of occupational information and data. It is produced by the government and can be found in print and online.
- ◆ Occupational search is a search in which a person collects information about an occupation of interest using one or more printed resources or databases.
- ◆ Occupational skills are needed to perform the tasks or duties of a specific occupation.

From: Working: Career Success for the 21st Century.



Research Careers

Purpose

The purpose of this lab sheet is to help students research careers or occupations of interest to them. It also will assist the students in collecting data for their oral report about their career choice.

Objectives

1. Discover and research several careers of interest.
2. Select or narrow careers of interest to one.
3. Collect data about selected career choice: skills and abilities needed, how to prepare, what to study, how much it pays, how to advance, where will work, working conditions, and number of jobs in the future.

Materials

- ◆ lab sheet
- ◆ writing utensil
- ◆ writing surface
- ◆ computer with Internet access
- ◆ Web site: <http://www.ilworkinfo.com>

Procedure

1. Students should use information they obtained from completing LS–A.
2. Return LS–A to students.
3. Give each student a copy of LS–A.
4. Explain LS–A and the process for completing it.
5. Students will again be using www.ilworkinfo.com.
6. Explain to students that they will use the information gathered for LS–A to prepare an oral report that will be given in class.
7. Take students to a computer lab with Internet access.
8. Assist students on an individual basis as needed.

Career Research

Directions

Research your #1 top career cluster. You discovered what your top career cluster was during the completion of LS-A. Again, you are going to use the Illinois Department of Employment Security Web site to complete your research. Go to <www.ilworkinfo.com>. Research your career cluster by following the links: "Career Resources," "Countdown," and "Career Clusters." At this point, you should be at a page called "Career Clusters Index" and all 14 areas are listed. Click on the link of your #1 ranked career cluster. You will then be at the "Overview" page that you read in the last lesson. Now, click on the "Workgroups" link. At the "Workgroups" page, multiple groups will be listed. Your job now is to click on the different workgroups and read about the different groups. Keep following the links of what you are interested in until occupations are listed. Once you find an occupation that you are most interested in, start following the links to the left of the page and record the following information:

1. What skills and abilities do I need for this occupation?
2. How do I prepare?
3. What should I study?



4. How much does it pay?

5. How do I move up?

6. Where would I work?

7. What are the working conditions?

Research Careers

Purpose

The purpose of this lab sheet is to help students develop their speeches on their chosen careers.

Objective

1. Help students prepare a speech on their career of interest.

Materials

- ◆ LS-A
- ◆ writing utensil
- ◆ writing surface
- ◆ 3 × 5 note cards
- ◆ visual aid materials

Procedures

1. Explain parts of a speech and the guidelines for a successful speech.
2. Allow students to work on an outline of their speech in class.
3. Answer questions as they arise.
4. Check students' speech outlines before allowing them to move on.
5. Have students prepare speech and visual aid (This can be done as homework).
6. Allow students to practice speech.
7. Have students give speeches in class.