

# Career and College Exploration

| Exam Information                                                    | Description                                                                                                                                                                                                                                                                                                                                                             |
|---------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Exam number</b><br><b>TX004</b><br><br><b>Items</b><br><b>25</b> | <p>The goal of this course is to help students build career awareness and engage in deep exploration and study of the Texas CTE career clusters to create a foundation for success in high school, possible postsecondary studies, and careers. Students research labor market information, learn job-seeking skills, and create documents required for employment.</p> |

## Exam Blueprint and Performance Skills

| Standard                                 | Percentage of exam score |
|------------------------------------------|--------------------------|
| 1. Career Assessments and College        | 8%                       |
| 2. Educational and Training Requirements | 16%                      |
| 3. Education and Career Opportunities    | 20%                      |
| 4. Personal Success Skills               | 16%                      |
| 5. Labor Market                          | 12%                      |
| 6. Job Seeking Skills                    | 16%                      |
| 7. Create Professional Documents         | 0%                       |
| 8. Career and Academic Plan              | 12%                      |

## Standard 1 - Career Assessments and College

The student takes one or more career interest surveys, aptitude tests, or career assessments and explores various college and career options. The student is expected to:

**Objective 1** Analyze and discuss the initial results of the assessments.

**Objective 2** Explore and describe the CTE career clusters.

**Objective 3** Identify various career opportunities within one or more career clusters.

**Objective 4** Research and evaluate emerging occupations related to career interest areas.

## Standard 2 - Educational and Training Requirements

The student investigates educational and training requirements for career and education pathways in one or more of the career clusters. The student is expected to:

**Objective 1** Research and describe applicable academic, technical, certification, and training requirements for one or more of the careers in an identified career cluster;

**Objective 2** Use available resources to research and evaluate educational and training options for one or more of the careers in an identified career cluster;

## Standard 3 - Education and Career Opportunities

The student applies professional communications strategies. The student is expected to:

**Objective 1** Describe academic requirements for transitioning from middle school to high school and from high school to career or postsecondary education.

**Objective 2** Explore and list opportunities for earning college credit in high school such as Advanced Placement examinations, International Baccalaureate examinations, dual credit courses, and local and statewide articulated credit courses.

**Objective 3** Investigate and describe various methods available to pay for college and other postsecondary training, including financial aid, scholarships, college savings, employee benefits, and other sources of income.

**Objective 4** Discuss the impact of effective college and career planning.

**Objective 5** Identify how performance on assessments such as the PSAT/NMSQT®, SAT®, ACT®, ASVAB®, and Texas Success Initiative (TSI®) impact personal academic and career goals.

**Objective 6** Investigate and describe the importance of co-curricular, extracurricular, career preparation, and extended learning experiences in developing college applications or resumes.

**Objective 7** Investigate and report on the steps required to participate or enroll in a variety of career and educational opportunities, including entry-level employment, military service, apprenticeships, community and technical colleges, and universities, as applicable to the career.

**Objective 8** Identify professional associations affiliated with a particular career pathway.

**Objective 9** Define entrepreneurship and identify entrepreneurial opportunities within a field of personal interest.

## Standard 4 - Personal Success Skills

The student develops skills for personal success. The student is expected to:

**Objective 1** Demonstrate effective time-management and goal-setting strategies.

**Objective 2** Identify skills that can be transferable among a variety of careers.

**Objective 3** Give oral professional presentations on a topic related to career and college exploration using appropriate technology.

**Objective 4** Apply core academic skills to meet personal, academic, and career goals.

**Objective 5** Explain the value of community service and volunteerism.

**Objective 6** Define and identify examples in the workplace of characteristics required for personal and professional success such as work ethic, integrity, dedication, and perseverance.

## Standard 5 - Labor Market

The student investigates labor market information and recognizes the impact of college and career choices on personal lifestyle. The student is expected to:

**Objective 1** Analyze labor market trends related to a career of interest.

**Objective 2** Classify evidence of high-skill, high-wage, or high-demand occupations based on analysis of labor market information.

**Objective 3** Analyze the effects of changing employment trends, societal needs, and economic conditions on career choices.

**Objective 4** Prepare a personal budget reflecting the student's desired lifestyle.

**Objective 5** Use resources to compare salaries of at least three careers in the student's interest area.

## **Standard 6 - Job Seeking Skills**

The student investigates job-seeking skills. The student is expected to:

**Objective 1** Identify the steps of an effective job search.

**Objective 2** Describe appropriate appearance for an interview.

**Objective 3** Participate in a mock interview.

## **Standard 7 - Create Professional Documents**

The student creates professional documents required for employment. The student is expected to:

**Objective 1** Write a resume.

**Objective 2** Write appropriate business correspondence such as a cover letter and a thank you letter.

**Objective 3** Complete sample job applications.

**Objective 4** Explain protocol for selecting and using references.

## Standard 8 - Career and Academic Plan

The student creates an individual career and academic plan. The student is expected to:

**Objective 1** Select a career pathway in a desired field, such as military service, entrepreneurship, or industry.

**Objective 2** Document high school courses and postsecondary educational requirements for that career pathway.

**Objective 3** Write a plan for starting one's career after the completion of high school and any post-secondary education.