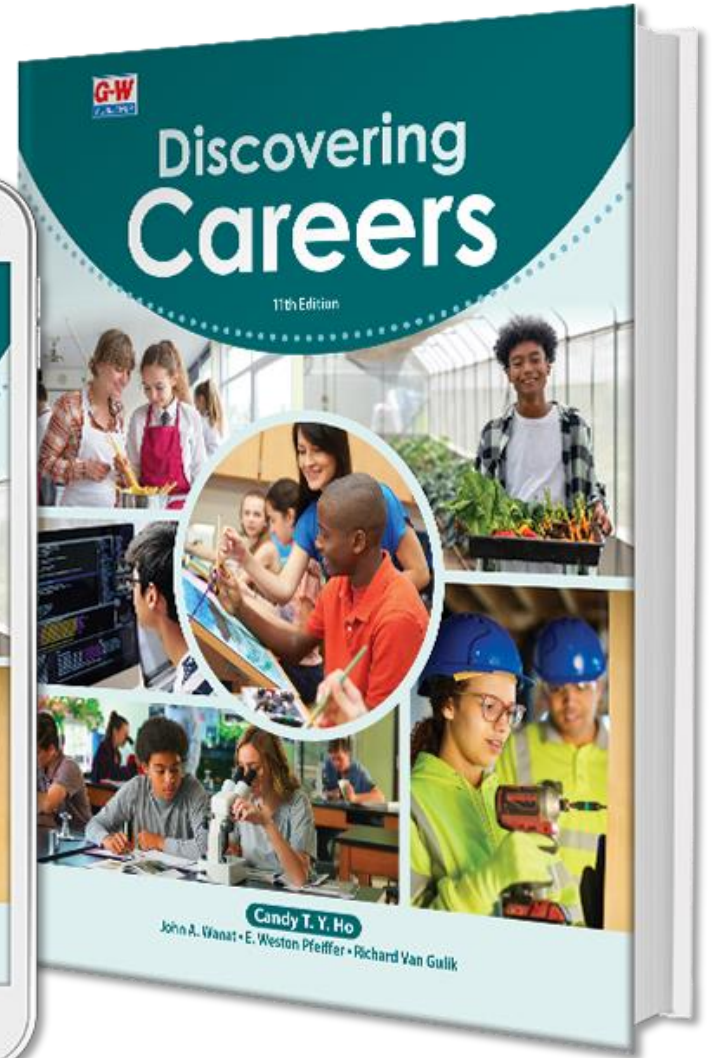
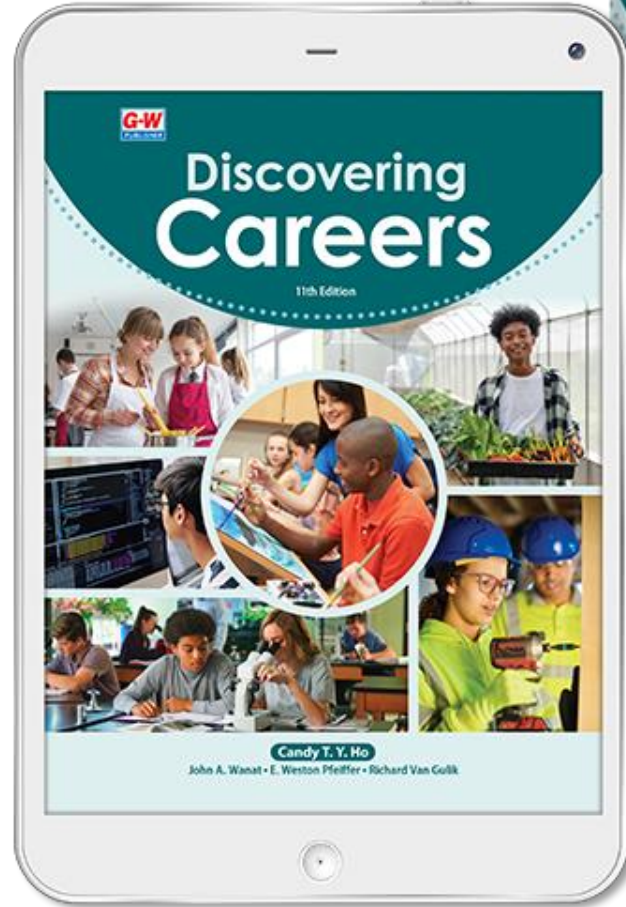


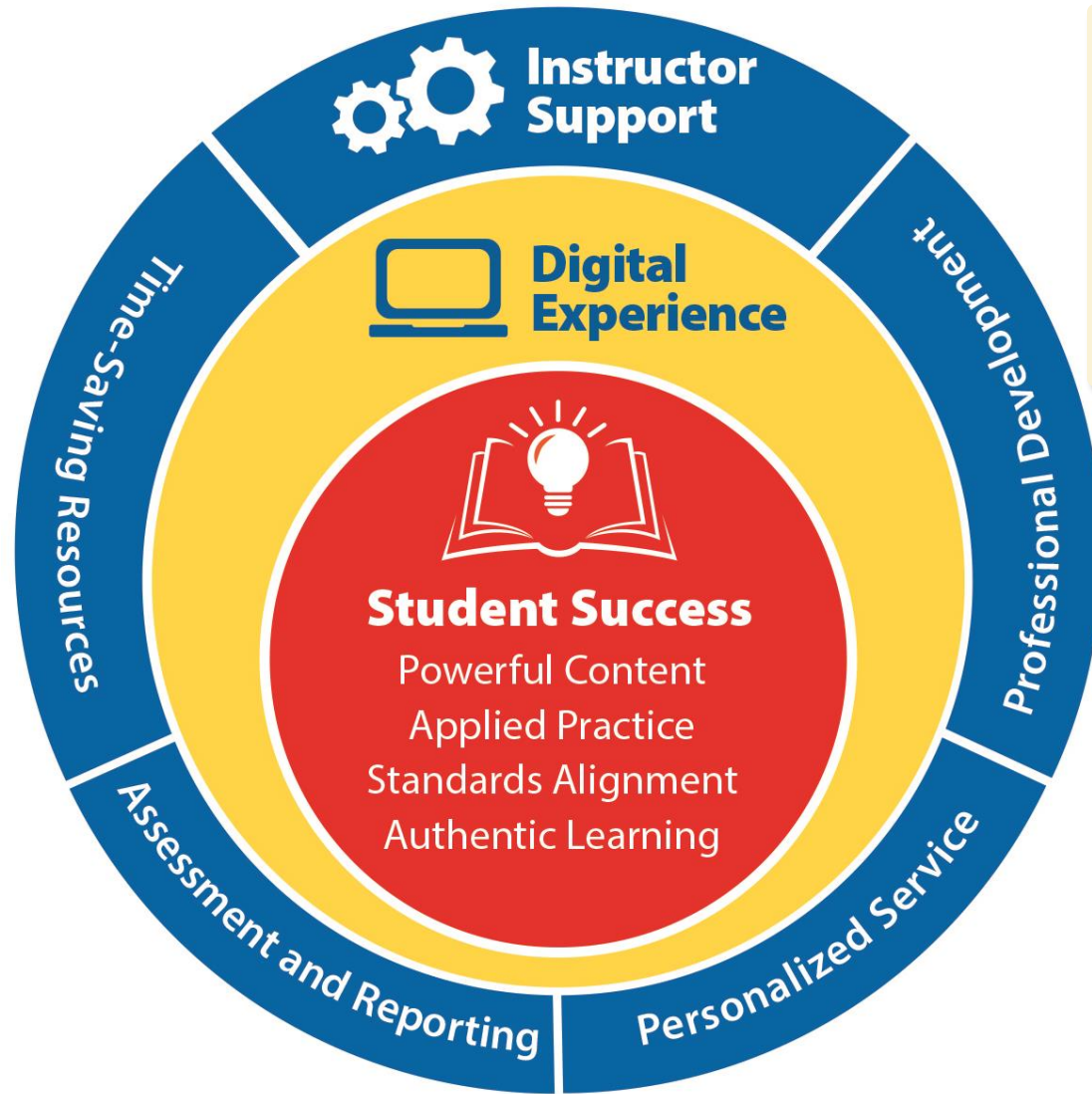
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Discovering Careers



Designed by Educators, Built for Educators



Student Success Is At the Heart of What We Do



Discovering Careers: Lesson Plan

Teacher:

Course:

Date:

Period/Section:

Chapter 4 Creating a Career Plan

Lesson 4.1 Decision Making

Learning Outcomes

- 4.1-1 List the steps of the decision-making process.
- 4.1-2 Explain how trade-offs relate to making decisions.

Key Terms

- decision
- routine decision
- impulse decision
- major decision
- decision-making process
- goal
- alternative
- implement
- trade-off

Materials

- *Discovering Careers* Textbook
- *Discovering Careers* Activities (optional)
- *Discovering Careers* Digital Companion
- *Discovering Careers* Online Instructor Resources
 - Instructor Resources
 - Instructor's Presentations for PowerPoint®
 - G-W Assessment (GWA)

Engage

- Engage students by assigning the Chapter 4 pretest questions that students were unable to answer.
- Ask students the Essential Question at the beginning of the process help you plan your career path?" Engage students with answers to the question.
- Review the vocabulary terms at the beginning of the terms before? Help students make educated guesses

Decision-Making Process (3 of 10)

The Decision-Making Process

1. Define the problem
2. Establish goals
3. Identify resources
4. Consider alternatives
5. Make a decision
6. Implement the decision
7. Evaluate results



Figure 4-1 The decision-making process is a tool you will need to use throughout life to make good decisions.

Lesson 4.1 Check Your Understanding

1. What is the difference between routine, impulse, and major decisions? (4.1-1)
2. What are the steps in the decision-making process? (4.1-1)
3. After you list your alternatives, how do you predict possible outcomes? (4.1-1)
4. Why is it important to evaluate the results of a decision? (4.1-1)
5. Why is it important to consider trade-offs when making decisions? (4.1-2)



G-W Assessment

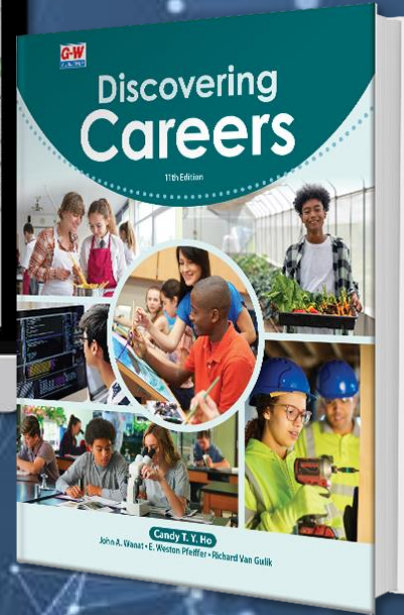
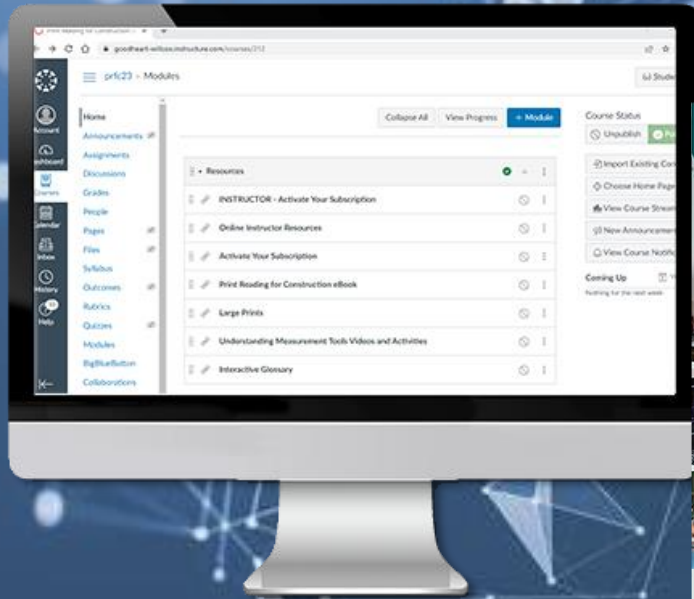
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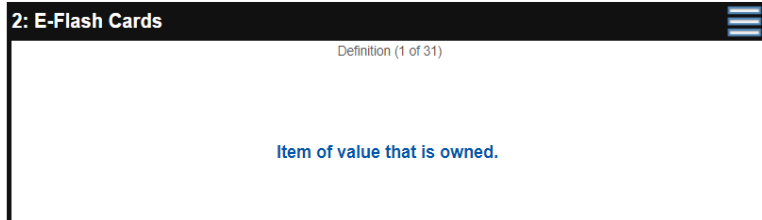
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E-Flash Cards & Vocabulary Practice

2: Vocabulary Game

Select a point value. Choose the term that matches the definition.

Score: 800

<input checked="" type="radio"/> 100	100	100	100
200	200	200	200
300	<input checked="" type="radio"/> 300	300	300
400	400	400	<input checked="" type="radio"/> 400

Definition: Act of giving money, goods, or services to meet the needs of others and supporting organizations and causes that are important to an individual.

- pay yourself first
- variable expense
- recordkeeping
- philanthropy

Check Answer

Interactive Activities

Discovering Careers Lesson 1.3 Activity: Real-World Settings

Name:

Date:

Class:

Digital Activities

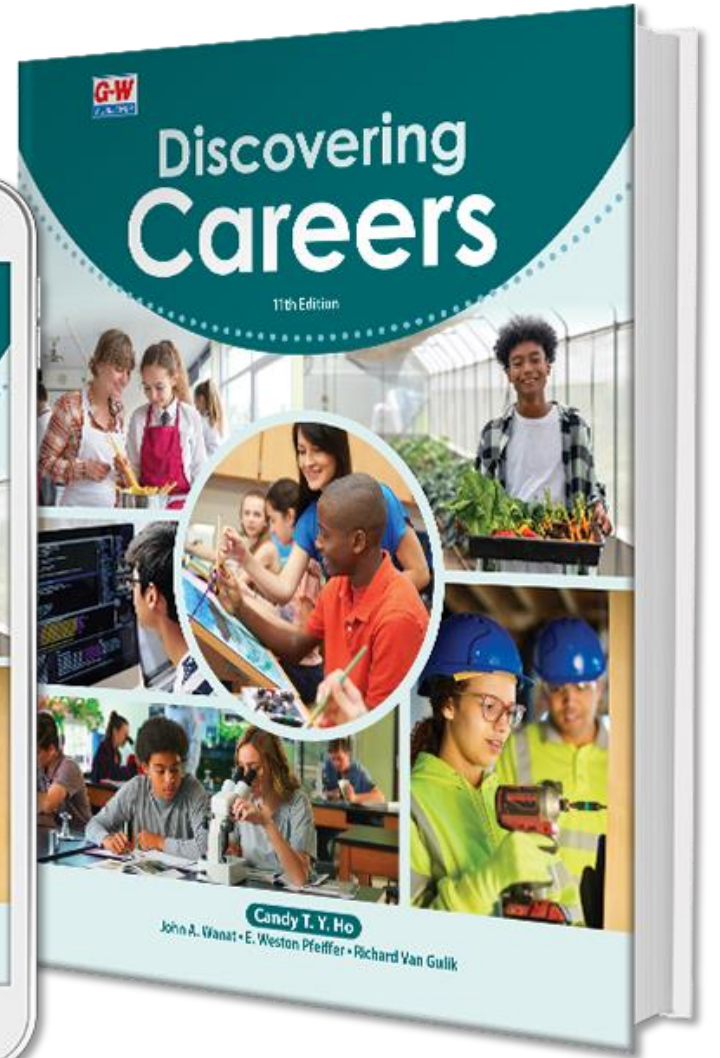
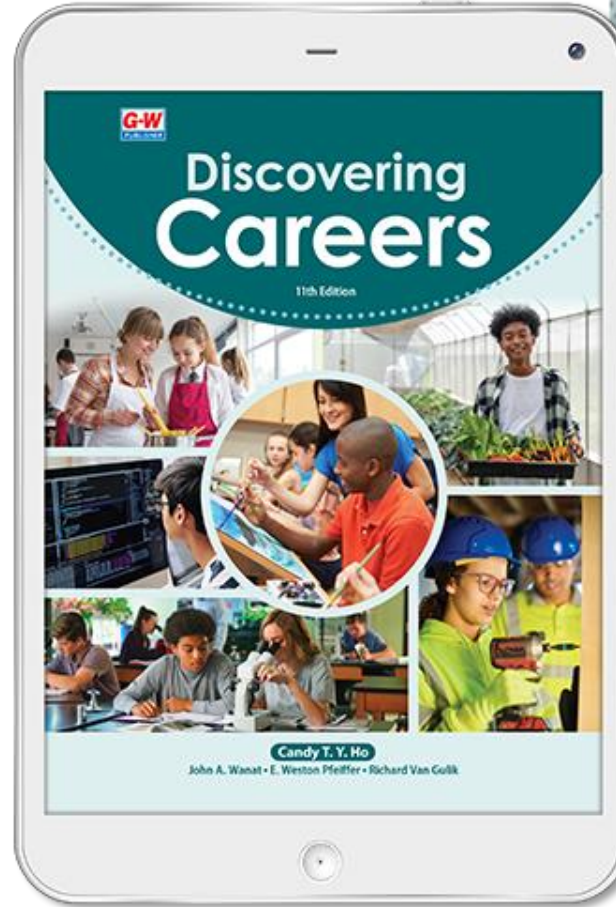
Real-World Settings

The skills you develop in school can also be useful outside the classroom in real-world settings, such as in work or volunteer settings. For each skill listed, provide an example of how the skill can be applied in school and in a real-world setting.

1. Adaptability
 - A. Application in school
Answer:
 - B. Application in real-world setting
Answer:
2. Communication
 - A. Application in school
Answer:
 - B. Application in real-world setting
Answer:
3. Critical thinking
 - A. Application in school
Answer:

Integrate G-W Digital Resources

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©2027, 11th edition, 480 pp.
by Dr. Candy Ho, John A. Wanat, E. Weston Pfeiffer, and
Richard Van Gulik



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Unit 2

Career Readiness

Chapters

Chapter 5 Education and Training

Chapter 6 Leadership

Chapter 7 Time Management
and Study Skills

Chapter 8 Good Health and
Appearance



Roadmap to Success

Building Skills for Future Success

Meet Lin. Lin is a middle school student who enjoys participating in school clubs and helping others with group projects. Recently, Lin has been thinking about what it means to be "career ready" and how skills learned in school can prepare him for the future. While he is not sure yet what career path to take, one thing is clear: being prepared for the world of work means more than just getting good grades.

Lin is starting to notice how leadership, time management, and communication skills play a role in everyday life. Whether organizing a fundraiser for a school club, managing time between school and sports, or helping a classmate understand a tricky math problem, Lin is developing skills that will be useful in his career. He has also learned that being career ready means taking care of his personal health and well-being, managing responsibilities, and building strong relationships with others.



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Unit Overview

Success in your future career starts with developing the right skills today. In this unit, you will explore how to:

- identify the training and education needed for different career opportunities
- develop leadership skills that will help you succeed in school and work
- improve time management and study skills to stay on track with goals
- recognize the importance of personal health and professional appearance

By the end of this unit, you will have a better understanding of what it means to be career ready. You will also begin developing a personal strategy for success—one that includes education, leadership, organization, and self-care.

Unit-Opening Materials

Chapter 5

Education and Training

Lessons

Lesson 5.1 Becoming Career Ready

Lesson 5.2 Preparing for Your Future



Before reading this chapter, look at the chapter title. Predict some of the topics you will read about in this chapter. Compare the information to be presented with information you already know about the topics from personal experience as well as other sources, such as online media and research. What connections can you draw between the skills you already have and those you might need

Introduction

Education is essential for building a successful career and a fulfilling lifestyle. While you likely have been told about the importance of reading, writing, and mathematics for future success, learning goes beyond the classroom. Communication skills, critical thinking, problem solving, and adaptability have become just as important for thriving in the modern workplace. These foundation skills help you make informed decisions, navigate challenges, and succeed in your personal and career goals.

In addition to education, training plays a crucial role in preparing for your future. Training provides hands-on experience and specialized skills that can help you succeed in a specific job or industry.

In this chapter, you will learn about the various education and training options available to you and ways to finance them.



Chapter-Opening Materials





Lesson 5.2

Preparing for Your Future

Key Terms

Advanced Placement (AP)
associate's degree
bachelor's degree
major
graduate degree
master's degree
doctoral degree
529 plan
scholarship
grant

Learning Outcomes

- 5.2-1** Identify sources used to research education options.
- 5.2-2** Describe how students can prepare for college while in high school.
- 5.2-3** Explain ways students can earn a higher education degree.
- 5.2-4** Discuss methods to fund education and training beyond high school.

ESSENTIAL QUESTION

How can a student begin researching education beyond high school?

5.2-1 Researching Education Options

The work that you choose to pursue will determine the education or training you need. It is also important to remember that career decision making is a lifelong process. Over time, your career goals and aspirations may change, requiring you to make new educational and career decisions.

Lesson Material



21st Century Career Skills



Integrity

Integrity is being honest, trustworthy, and ethical in everything you do. In the classroom or workplace, having integrity means you are reliable and responsible for your actions, which earns you respect from classmates, peers, and coworkers. Integrity also encourages ethical decision making based on truth, fairness, and moral principles. Individuals should act with integrity at all times.

Trend Alert



Upskilling and Reskilling

Because technology changes quickly, workers need to keep learning new skills. *Upskilling* is the process of improving the skills you already have to perform better in your current job. *Reskilling* is the process of learning new skills to move into a different job or field. Companies are investing in upskilling and reskilling their employees for roles in growing fields such as AI, cybersecurity, and renewable energy. Adaptable and being committed to learning are essential for the workplace.

Ethics



Honesty

When you work for a company, there will be times when you need to persuade others to gain support for your ideas. While it might seem easier to exaggerate or use persuasive tricks to make your message more appealing, it is important to be honest. Misleading colleagues or overstating the benefits or importance of something is unethical. Highlight the positive aspects of your ideas in an honest and ethical way. This helps you build trust and respect at work.

Reinforce Lesson Content



Career Snapshot

Registered Nurse

Responsibilities

Registered nurses (RNs) provide care and support to patients in various healthcare settings. Their responsibilities include working closely with patients, doctors, and other healthcare professionals to provide the best care possible. Registered nurses must:

- Administer medications and treatments
- Monitor patient health and record medical histories and symptoms
- Educate patients and their families on how to manage illnesses
- Assist doctors during medical procedures

Work Environment

Most registered nurses work in hospitals, but many are employed in outpatient facilities, nursing homes, schools, and private practices. RNs may work long shifts and require physical stamina, since they often stand for long periods and assist in lifting patients. Safety is important because RNs are exposed to infectious diseases and harmful drugs and chemicals.

Education and Skills

- Associate's or bachelor's degree in nursing
- Passage of the National Council Licensure Examination (NCLEX-RN)
- Communication and interpersonal skills
- Empathy and emotional resilience
- Ability to work well under pressure and make quick decisions

High School Prep Courses and Activities

- Courses in biology, chemistry, and health sciences
- Volunteer work in healthcare settings
- Membership in healthcare-related student organizations, such as HOSA-Future Health Professionals











Expected Growth and Pay

- 6% growth in registered nurse jobs through 2033
- Median annual salary of \$93,600 in 2024





Examples of Careers with Apprenticeships

 Animal science	Dental assistant 
 Automotive technician	Heating, ventilation, and air conditioning (HVAC) 
 Barber	Jeweler 
 Carpenter	Machinist 
 Chef	Surgical instrument repair technician 

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Illustrations and Photos



Lesson 5.1

Review and Practice

Build Your Vocabulary

Create your own personal glossary of career-related key terms to help build your vocabulary and prepare you for career opportunities. Write definitions for the following terms. Include high-frequency words and context in your definitions to help you understand each term.

academic skills	career and technical education
critical-thinking skills	(CTE) program
employability skills	work-based learning
transferable skills	cooperative education
	industry certification

Check Your Understanding

1. What are some examples of critical-thinking skills? (5.1-1)
2. How can a person acquire employability skills? (5.1-1)
3. When applying for jobs, how can you highlight your transferable skills? (5.1-2)
4. What types of advanced training and education programs are available after high school? (5.1-3)
5. What is the Armed Services Vocational Aptitude Battery (ASVAB)? (5.1-3)

Practice Your Understanding

1. You are working on a group project for your science class. As the team leader, you need to communicate with your classmates to assign tasks. However, some team members are not responding to your messages, and others have misunderstood their tasks, leading to confusion. Using your communication skills, describe how you would handle this situation. How can you improve your communication skills to better manage group projects? How might this skill benefit you in a future career? (5.1-1)
2. Jake is the president of his school's math club. He also started a

End-of-Lesson Review

Chapter Summary**Lesson 4.1 Decision Making****4.1-1 List the steps of the decision-making process.**

The decision-making process is a step-by-step guide to help make important decisions carefully and logically. The steps in the process are define the problem, establish goals, identify resources, consider alternatives, make a decision, implement the decision, and evaluate the results.

4.1-2 Explain how trade-offs relate to making decisions.

Every decision involves a trade-off. Choosing one alternative means giving up others. You should consider the alternatives that will be giving up when you make a decision.

Lesson 4.2 Your Career Plan**4.2-1 Discuss setting career-related goals.**

Career goals are targets related to your professional development. Setting both long-term and short-term goals is part of the planning process. Use the SMART goal model to create goals that are specific, measurable, attainable, realistic, and timely.

4.2-2 Explain how using career clusters can help you create a career plan.

Career clusters provide a way to explore a wide range of potential careers. By identifying career clusters and sub-clusters that align with your skills and interests, you can create a career plan that helps you take the necessary steps to achieve your goals.

Review Your Knowledge

1. Why are major decisions sometimes challenging to make? (4.1-1)
2. What is the purpose of identifying resources when making decisions? (4.1-1)
3. How can you improve your decision making by considering alternatives? (4.1-1)
4. What six questions should you ask if you are not sure how to implement your decision? (4.1-1)
5. How do trade-offs relate to making decisions? (4.1-2)

Apply Your Knowledge

1. List a key decision you will need to make in the next year regarding your education, extracurricular activities, or personal goals. Identify how you will use the steps in the decision-making process to reach a thoughtful decision. (4.1-1)
2. Stephan is part of a school committee that is planning a school event. Stephan must consider two alternatives: whether to host the event indoors or outdoors. Each location has its pros and cons. What factors should Stephan consider when making this decision? (4.1-1)
3. Keala is in high school and enjoys hanging out with friends. Keala is also a member of the school band and soccer team. To earn money to help pay for college, Keala has decided to get a part-time job. Describe the trade-offs Keala may need to make in order to balance a part-time job with school and extracurricular activities. (4.1-2)
4. Identify two academic goals you have for this school year. Write your academic goals as SMART goals. Specify how each of these goals is specific, measurable, attainable, realistic, and timely. (4.2-1)
5. After exploring career clusters, Mirabel has decided to pursue a career in information technology (IT). How can setting both short-term and long-term goals help Mirabel create an effective career plan? (4.2-1)
6. Career clusters are centered around career fields. Review the list of 14 career clusters in this chapter. Select a career cluster and read the description of it. What kind of job or career opportunities do you think

Expand Your Learning

1. **Speaking** In pairs, take turns describing one of the steps in the decision-making process aloud to each other. Each person should focus on a different step in the process. Listen carefully as the other person speaks. Then, guess which of the seven steps is described. After you both finish, discuss whether any important details about the decision-making process were missed. (4.1-1)
2. **Collaboration** Form a group of four or five students. Imagine that your school has a store that sells school supplies and other products of interest to students. The store wants to expand its product line but must decide what new product to offer. As a team, use the decision-making process to choose a new product. Present your final decision to the class, explaining how you worked through each step in the decision-making process. Describe the trade-offs your group considered as part of the decision. Be sure to explain how you would implement the decision and evaluate the results. (4.1-1, 4.1-2)

When making career decisions and goals, you may have trade-offs. Write one or two paragraphs explaining why this is true. To support your explanation, include an example of a trade-off that could impact a career decision or goal. (4.1-2, 4.2-1)

Think about the career field that interests you the most and create a career plan. Use the career plan presented in the chapter as a sample. Use the Internet for a sample. Consider your short-term and long-term goals for the following: training and education requirements, extracurricular and volunteer activities, and career advancement opportunities. Describe how following your plan will help you achieve your career success. (4.2-1, 4.2-2)

Break into small groups. Each group should choose a career opportunity from a different career cluster. As a group, research the opportunity, including skills and education, job responsibilities, and job outlook. Create a presentation or a display to share your findings with the class if you were having a career fair. (4.2-2)

Using the Internet, research two career opportunities in different career fields. Each one should be in a different career cluster. Identify growing fields that may include technology, healthcare, and others. Find information about the required education, training, and skills for each career opportunity. Investigate projected job growth for the next ten years. Compile the information and create a comparison that compares the two careers. Evaluate your findings and choose one that aligns best with your personal goals? Explain your choice. (4.2-2)

End-of-Chapter Review



Classroom to Careers

Making Career Decisions

In this chapter you learned that using a decision-making process and the career clusters framework can guide you in making career decisions carefully and logically. These tools can help you build a career plan and make informed decisions about your future.

Exploring Your Career Plan

Your career plan will develop and change as you grow. Making decisions and setting goals now can help guide you toward future success in your life and career. Answer the following questions in a journal to help you begin planning for your career:

1. Think of a time when you had to make an important decision related to school or work. How did you decide what to do?
2. Imagine your future self in ten years. Describe the kind of work you would like to be doing.
3. Think about a job that interests you. How can exploring career clusters help you decide if it is a good fit for you?

Building Your Portfolio

Your portfolio is a good place to document your career planning journey. Create a new document for your portfolio titled "Creating a Career Plan." Include the following information:

1. Write a short paragraph about an important decision you must make about your education or career. Outline the steps you will take to make an informed decision.
2. Choose two career clusters that interest you. List at least three jobs within each of those clusters and describe what education or skills are required for them.
3. Narrow down your list of jobs to just one. Using the SMART goal framework, write one short-term and one long-term goal to help you obtain that job in the future.

Planning Your Next Steps

Now that you have started thinking about your career, take the next steps to further explore your interests and gather information for your career plan.

1. Find someone working in a career field that interests you and ask about their job. What does this person like about it? What advice does this person have for those interested in this field? Write a short summary of your interview.
2. Visit a career exploration website like O*NET Online and research a



Starting a Career

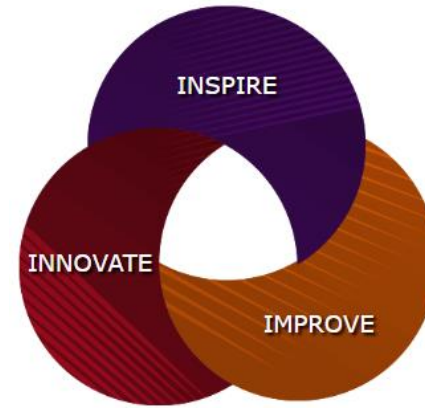
A video player interface for a video titled "Starting a Career". The video content shows a teal background with a stylized, geometric pattern of overlapping shapes. A black text box is overlaid on the video, containing the text "There are many steps you can take when preparing for a job or career." The G-W logo is visible in the bottom right corner of the video frame. The video player controls at the bottom include a play/pause button, a 10-second rewind button, a 10-second fast forward button, a progress bar showing 00:02 / 01:28, a volume icon, a closed captions icon, a settings gear icon, a full screen icon, and a share icon.

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Animations



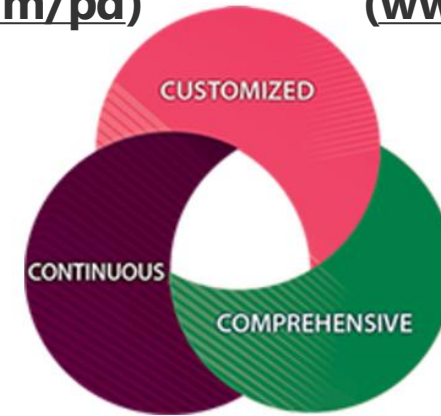
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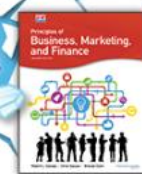
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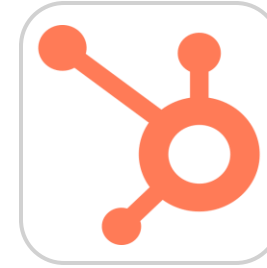


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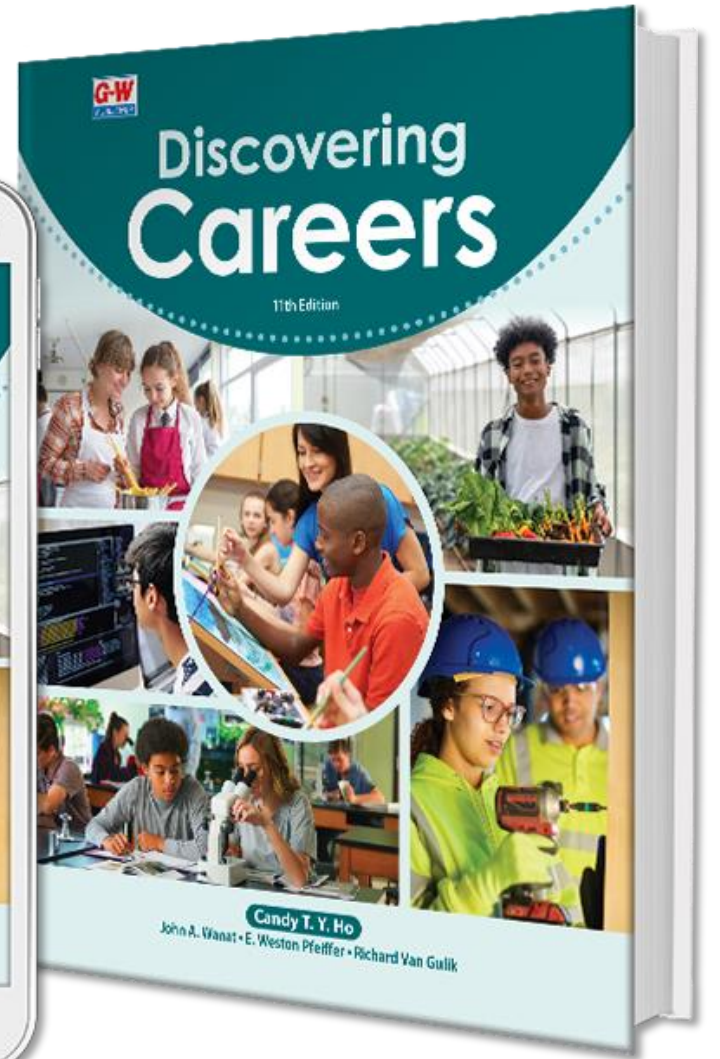
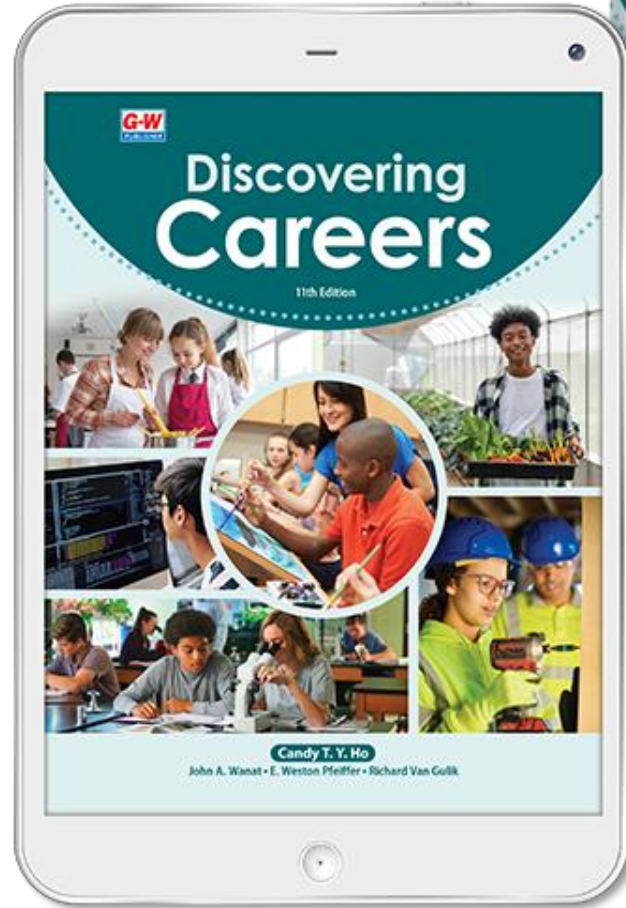
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