# Fall Career Days - Helping Students Take Ownership of Their Learning
## AMBITION HOUSE
**Albers - HUB**
**Kohls - HUB**
**Isham - Rainforest**
**Sarosiek - Rainforest**

**Tuesday, September 8th**
> **10:40 - 11:10** HUB for intro by counselors

**Wednesday, September 9th**
> **10:40-11:10** Student Work Time and Check-Off

**Thursday, September 10th**
> **HR-** Distribute Personal Statement Outline
> **10:40-11:10** Student Work Time and Check-Off

**Friday, September 11th**
> **HR-** Show and briefly discuss Multiple Intelligence Video
> **10:40-11:10** Student Work Time and Check-Off

**Monday, September 14th**
> **10:40-11:10** Student Work Time and Check-Off

**Tuesday, September 15th**
> **10:40-11:10** Student Work Time and Check-Off


**KEEP SCROLLING DOWN FOR STEP-BY-STEP INSTRUCTIONS AND LINKS!**

1. Log in to your school email account.
2. On the dashboard, mouse over "More" and select "Blogger"
3. On the Blogger page, click on your school blog
4. From the left menu bar, select "Layout"
5. Then select "Add a Gadget" (The second large box toward the top.)
6. Scroll down and select "Pages" and select "Save"
7. From the left menu bar, select "Pages"
8. Click the drop down menu "New Page"
9. On the top "Page" box, enter "**Career Portfolio**" and select "Publish"
10. Repeat steps 7 and 8 to make a page titled "**205-16 Goals**" and "Publish"
11. You should now have two pages listed "Career Portfolio" and "2015-16 Goals"
12. On the top dashboard, now select "view blog"
13. Click on the "tools icon" on the right side of the title bar.
14. On the left side, select "Career Portfolio" and "2015-16 Goals" under pages to show.
15. Select save. You will then see the two new tabs that you just created on your blog.

1. Log in and go to the following website: http://wiscareers.wisc.edu
2. Click on "*Register Now*" which is on the right side of the screen
3. Type in the registration code given to you by your teacher (**pcm-c923**) then click on "*Submit*"
4. Fill in the five sections (follow the directions for username and password below)
   <u>User Name</u>**: - this should be the same as your login name at PCMS**
   <u>Password:</u> **- school ID # (their number starting with 99)**
5. Click on "*Submit*" once you have filled out the five required boxes
6. For Part 2 fill out Grade, Gender, and Ethnicity and click on "*Submit*"
7. Confirm your information, read the agreement, and then click on *"Agree"*
8. You are now a part of WISCareers and can log in at any time to explore

1. On the yellow home screen of WISCareers, click "Planning" on the upper right
2. Select "Career Planning 1-2-3" and complete all surveys. Be sure to read the directions for each set.
3. Scroll over the picture for words to describe each each option and select the one that fits you the best.
4. **iPad** - Once complete, take a screenshot of the table "Who Am I" produced at the end of your survey using your ipad by pressing the "home" and "power" buttons at the same time. Your image is now in the camera roll.
5. **LapTop** - Using a computer, go to the home menu and select "snipping tool". Drag a box around the table "Who I Am" produced at the end of your survey. Save this "snip" as an image titled "Who I Am".
6. **Chromebook** - To take a picture of your survey hold the "control" key and "multiple box button" on the top row of the Chromebook. In the bottom right hand corner, it will ask you if you want to save this item to the clipboard. Select yes. From there, you should be able to paste it to your blog.
7. To post the "Who I Am" graphic to your blog using a **COMPUTER**, you will need to go to click on your blog title. Select "Pages" on the left hand side. Select "Career Portfolio" and title your post "Who I Am". Then go to the insert image icon on the toolbar. You will need to upload the the image you saved. Once uploaded on your blog, mouseover the image and select it (it will turn blue). On the bottom of the graphic, select "X-Large" to make the image easy to read. Underneath the posted image, *type a brief reflection* of the survey results. Be sure to proofread your work! To publish, select <u>**UPDATE**</u> on the top right.
8. To post the "Who I Am" graphic to your blog using an iPad, see a teacher for a brief tutorial.

1. On the yellow home screen of WISCareers, click "Assessment" on the upper left hand corner.
2. Select "Personal Globe Inventory", read the directions and complete the survey.
   - -Part 1 answer how much you **like** the activity
   - -Part 2 answer how **good you are at performing** the activity
3. Once complete, you will see a graphic titled "My Interest Profile"
4. Take two screenshots - one of your graph/results and one of the definitions below your results
5. Follow the same steps as you did for the "Who I Am" post to post the "My Interest Profiler" to your Career Portfolio page of your blog. Underneath the posted image, *type a brief reflection* of the survey results. Be sure to proofread your work!
6. Remember to select **UPDATE** when you have finalized your post.

**Step 5: Multiple Intelligence Survey (PC Only)**

1. Go to the Multiple Intelligence Survey and complete the survey.
2. Use the snipping tool on the computer or the screenshot on the ipad to take a picture of your multiple intelligence results.
3. Post your "Multiple Intelligence" results on the Career Portfolio page of your blog following the same steps as you did for the "Who I Am" post.
4. Underneath the posted image, *type a brief reflection* of the survey results. Be sure to proofread your work! To understand your results, review the information on What are Multiple Intelligences?
5. Remember to select **UPDATE** when you have finalized your post.

**Step 6: Personality Type**

1. Go to the Personality Type Test.
2. Scroll down to the green and red line to start.
3. You will go through several screens of questions.
4. On each question, please slide the dot toward agree or degree depending on how much it applies to you.
5. When you have completed the survey, your results will show up on the screen.
6. Please read through your results to understand your four letter personality type.
7. Use the option to **email yourself the results**. Be sure to **use your school google email address**.
8. Open your email and take a screenshoot of the results sent to you.
9. Following the same steps as you did for the "Who I Am" post, post the "Personality Type" image and remember to *type a brief reflection* of the results.
5. Remember to select **UPDATE** when you have finalized your post.

**Step 7: Personal Statement (iPad or PC)**

1. Using the outline as a guide to write a paragraph that reflects a personal, academic, and career goal. Remember that you have worked on your personal goals during social studies and GO Time classes. **There is an example paragraph on Mrs. Wilson's Blog on the 2015-16 Goal page. You do not need to color code your paragraph, but it is there as a reference.
2. On a google doc, type your paragraph.
3. Self-edit your paragraph. Next, peer-edit with a trusted classmate.
4. Copy and paste your paragraph to your "2015-16 Goals" Page on your blog.
5. Remember to select **UPDATE** when you have finalized your post.

# Turn for One More Page for Quality Control...

1. Double check that your pages "Career Portfolio" and "2015-16 Goals" are capitalized and spelled correctly.
2. Go to view blog.  Select the "Career Portfolio" and double check that the following four items are there
   a. "Who I Am" image and reflection
   b. "Interest Profiler" image and reflection
   c. "Multiple Intelligence" image and reflection
   d. "Personality Survey" image and reflection
3. Go to the "2015-16 Goals" and double check that your "2015-16 Goals" paragraph is there
4. Go to your "Home" page, double check that there are not any career posts on this page.
5. Proofread your reflections.  Each reflection should be a minimum of 4 sentences. Check capitalization, spelling, and punctuation.
6. Optional:  If you would like, add a blue hook/sparkle to your personal statement
7. Once these steps are complete, write your blog address on top of your half sheet ex: *20abcdef.blogspot.com*
8. Take your check off sheet to Mrs. Albers or Mrs. Foote with your blog on the homepage.  Once your work is verified, she will collect your half sheet and check you off.
9. Congratulations!  You have finished the requirements for the Fall Career Days!

**Step 9:  What do I do now? These are options.**
1. Help another student with posting their career investigations
2. Add artifacts of 8th grade work that you are proud of
3. Clean up google docs/email or personalize  your blog
4. Revisit Wiscareers / Career Locker
5. 5 Sites Students Can Explore to Learn About Career Options
6. Lists of Common Careers/Occupations associated with each Multiple Intelligence
7. Read a DEAR book/Check out a new book
8. Check Skyward for missing work (Remember we are having an incentive tomorrow!)

**KEEP SCROLLING DOWN FOR CHECK-OFF SHEET**

Name: _____
Homeroom Teacher:_____

## **Fall Career Days - Individual Check-off Sheet**

**Directions:** After completing each activity for the Fall Career Days, show one of the teachers your progress, and they will initial this sheet.  Please complete the step in order as listed below.

**Step 1: Create a "Career Portfolio" Tab  and "2014-15 Goals" Tab**          **Teacher Initials_____**

**Step 2: WISCareers – Creating an Account**          **Teacher Initials_____**

**Step 3: Focus of Work Survey Image and Reflection on Blog**          **Teacher Initials_____**

**Step 4: My Interest Profile Image and Reflection on Blog**          **Teacher Initials_____**

**Step 5: Multiple Intelligence Survey Image and Reflection on Blog**          **Teacher Initials_____**

**Step 6: Personality Type Image and Reflection on Blog**          **Teacher Initials_____**

**Step 7: Personal Statement (Teacher Collects)**          **Teacher Initials_____**