

Career Work Experience Syllabus

Mr. Kraimer

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Classroom: 110

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North Community High School

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GENERAL INFORMATION

DESCRIPTION: This is a structured program whereby students in the 11th and 12th grade receive school-site occupational instruction and related work site experience for application in that instruction. Students will have the chance to extend the classroom into a workplace setting, combining classroom activities with actual work experience. The overall purpose is to provide students the opportunity to connect what they learn in school with work site application to enable a smooth transition into the workforce or postsecondary education upon high school graduation. The course provides opportunities to meet and discuss common job-related experiences, cover health and safety issues, on the job employer-employee and relations.

Investigating Careers is a prerequisite to **Career Work Experience** where you can earn credit for working during part of the school day.

GRADING AND ASSIGNMENTS:

Students will be required to complete tests, quizzes, and assignments related to preparing for a career.

The following MPS standard grading percentage sequence will be used:

GRADES FOR ALL ASSIGNMENTS, TESTS, AND QUIZZES		A	100-93%	A-	92-90%
B+	89-87%	B	86-83%	B-	82-80%
C+	79-77%	C	76-73%	C-	72-70%
D+	69-67%	D	66-63%	D-	62-60%

*Any grade below 60% will result in **a non-passing** grade for this course!

REQUIRED MATERIALS:

Students **MUST** come prepared every day with the following:

- Your computer
- Student MPS login and password

COURSE UNITS:

Unit 1: Workplace Communication and Conflict Resolution
Unit 2: Workplace Safety and Health
Unit 3: Workplace Rights and Responsibilities
Unit 4: All Aspects of Industry
Unit 5: Economics of Employment
Unit 6: Worksite Placement

CLASSROOM POLICIES:

Listen Respectfully

Use appropriate and academic/workplace language

Respect Class Routines and the Agenda of Learning

Participate

MPS policy 5210 states high school students can be on their cell phones before and after class

(students unable to stay off their phones during class will be asked to turn their phone in or we will ask a guardian to come pick the phone up)

FAMILY INVOLVEMENT:

I will contact your family as often as needed. I hope to share your progress with them and keep them up to date on the activities in this class. I also will make an effort to inform them when I catch you doing well in class.

Any student in danger of failing this course, disrupting the learning environment of this classroom, or continually failing to come to class prepared, may be required to call home and inform their family.