**Career Project**

**PART #1: Report**

Using the career you researched and the information you found, write an **8 paragraph** report. You must write in paragraph form using complete sentences and correct grammar and punctuation. Remember a complete paragraph has *at least* 3-5 complete sentences!!

Most of the information needed for the report can be found in the research packet you did but you may need to refer to the websites given in class again. ***Wikipedia is NOT a credible resource and should NOT be used!!***As a reminder, **DO NOT** plagiarize or copy sentences directly from any website, or you will be penalized accordingly. You should be using your own words. Typing information directly as it is written on a website is the same as copy/pasting the information!

Each of the numbered items below *should be its own separate paragraph* in your report. Included at the end of your report needs to be a separate Work Cited page stating the various resources you used in the research for your report.

**\*\* Your report must be typed in MLA format74 (44 PTS)he missing one of the following: typed in TNR size 12, double spaced, page header, title nation ng with visiting the and in Times New Roman size 12 font. \*\***

1. **Introduction**
   1. *Job Description – provide a brief description of the job and what it entails*
2. **Reasoning**
   1. *Why have you chosen this career; why do you think this career is suitable for you?*
   2. *Which of your skills correlate with some of the main aspects of this career and would make you most suitable for this career?*
   3. *What about this career interests you?*
3. **Working Conditions / Characteristics**
   1. *What would you be doing on a daily basis?*
   2. *Are there any tasks which you would perform daily? Possibly weekly or monthly?*
   3. *What would some work characteristics be for this specific career?*
4. **Earnings**
   1. *The entry wage earnings for Illinois*
   2. *The entry wage earnings in two other states in which you would consider living*
   3. *What is the employment outlook for 2024? What is the percent of change?*
   4. *What do you think the reasoning is for this career’s specific predicted percent of change?*
5. **Education**
   1. *What type or level of education is required or suggested?*
   2. *Is there any training you would need to complete?*
   3. *Are there certifications or licenses required to work in this field?*
6. **Pros / Cons**
   1. *What do* ***you*** *consider as positive/negative aspects of this career?*
   2. *What possible benefits, general expenses, employee expenses, work characteristics, etc. might you encounter if you entered into this career field?*
7. **After High School Plans** - If you would decide to pursue this career, what might your plans be after high school based on the requirement that you need some sort of degree or certification? (Be specific – don’t just say, “Go to college.”)
   1. *What college, university, trade school, or apprenticeship program are you planning on attending? Reasoning?*
   2. *When is the application deadline? (See Career Cruising or the college’s website for this information)*
   3. *Estimated in-state total expenses, estimated cost for your entire college career*
   4. *Number of full-time students*
   5. *What major is offered that your career would fit under?*
   6. *Name three courses that you will need to take and which sound interesting.*
8. **Conclusion Paragraph**

**PART #2: Presentation**

For the second part of this project, you will be creating a presentation to inform your classmates about the career you have chosen. You need to include *at least* the following information:

* Career title
* Description of the Career
  + What all is involved in your career?
  + What educational requirements are there for this career?
  + Include at least five tasks you would be doing on a daily basis
* Salary
  + Entry wage and Highest wage you could earn in IL and in one other state
  + What does the outlook for the future of this career look like?
  + Percent of Change and your explanation for it
* Your Education Plans
  + Information about the college: Name, location, tuition, room/board, degree
  + Who *has* to live on campus?
  + Reason you have chosen that particular college
  + Transferring? If so, where and why?
* Why have you chosen this career?
* At least four pictures relating to your career of choice

For your presentation, you will be required to have some sort of visual aid (poster, PowerPoint, pamphlets, video clips, display, etc) creatively displaying information you have found and pictures relating to the career. When creating your visual aid, remember everything must be your own original work.

The guidelines below must be followed if you are using the following visual aids:

Poster / Display: all text must be legible and easy to read from the back of the room

PowerPoint: backgrounds should be light on dark / dark on light, **6 x 6 rule for text**

***In order to get an A on this project, you must go above & beyond the minimum requirements listed for the paper and presentation!!***

*\* \* Because hands-on experiences and talking with individuals already in a career field are great ways to better learn about a career, extra credit will be given to students who go beyond the requirements for this project. In order to receive extra credit, you must visit a business or talk to an employee from a business at which you could someday work at if you went into this particular line of work. When doing so, you need to have the attached questions answered by the employee(er). Interview them and find out what working there might be like. If you chose a career that does not have any businesses in the area, go online to find a company and someone to email the questions to. As long as you email them and can show proof that you attempted to contact them, you will get extra credit, even if you don’t end up hearing back from them.\* \**

**Career Project Rubric**

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| **PART #1 – REPORT (46 PTS)** | | | | | | | | | | | | | | | | |
| **Information and Facts Researched** | | \_\_ Description  \_\_Why? Suitable?  \_\_Skills which correlate?  \_\_What interests you? | | | \_\_Tasks (daily, weekly, etc.)  \_\_Work characteristics?  \_\_IL wages  \_\_2 other states’ wages  \_\_Outlook & % change | | | | \_\_Reasoning for % change  \_\_Education  \_\_Pros / Cons  \_\_benefits, expenses, etc.  \_\_College attending? | | | \_\_Reason for choosing  \_\_Application deadline  \_\_Estimated expenses  \_\_# of students  \_\_Major offered | | | \_\_3 courses  \_\_\_\_ EXTRA for an A:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| **20 =** The report contained all required info and additional information for an A. | **17 =** The report had all required information | | | **15 =** The report was missing 1-3 required items. | **13 =** The report was missing 4-7 required items | | | **11 =** The report was missing 8-11 required items | | | **9 =** The report was missing 12-15 required items | **6 =** The report was missing 16-18 required items | | **3 =** The report was missing 19+ required items |
|  | **6** | | | **4** | | | | **2** | | | **1** | | | | **0** | |
| **Organization** | | **(8)** The report contained all eight of the required paragraphs | | | **(6)** The report was missing 1-2 of the required paragraphs | | | | **(4)** The report was missing 3-4 of the required paragraphs. | | | **(2)** The report was missing 5+ of the required paragraphs. | | |  | |
| **Report Format** | | The report was typed in MLA Format: Times New Roman size 12 font, page header, double spaced, a title, 4 part heading. | | | The report was missing 1-2 of the following of MLA Format: TNR, size 12, double spaced, page header, title, or heading | | | | The report was missing 3-4 of the following: TNR, size 12, double spaced, page header, title, or heading | | |  | | | The report was missing five or more of the following: TNR, size 12, double spaced, page header, title, or heading | |
| **Grammar / Punctuation** | | The report contained little to no grammatical or punctuation errors. | | | The report contained several grammar and punctuation errors. | | | | The report had many grammar and punctuation errors, but the report was still readable. | | |  | | | Reading the report was difficult due to the numerous grammar and punctuation errors. | |
| **Work Cited Page** | | A Work Cited page was located at the end of the report. | | |  | | | |  | | |  | | | A Work Cited page was not attached to the report. | |

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| **PART #2 – PRESENTATION (33 PTS)** | | | | | | | | | | | | | | | | | | |
| **Information and Facts Presented** | | \_\_Career Title  \_\_Description  \_\_What’s involved?  \_\_Educational requirements  \_\_5 Tasks | | \_\_Highest IL wage  \_\_Lowest IL wage  \_\_Highest other state wage  \_\_Lowest other state wage  \_\_% change | | | | \_\_Explanation for % change  \_\_College name  \_\_Location  \_\_Tuition  \_\_Room/Board | | | \_\_Degree  \_\_Who has to live on campus?  \_\_Reason for college  \_\_ Transferring?  \_\_Why chose career? | | | | | | \_\_\_\_ EXTRA for an A:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| **15 =** The report contained all required info and additional information for an A. | **12 =** The report had all required information | | | **10 =** The report was missing 1-3 required items. | **8 =** The report was missing 4-7 required items | | | **6 =** The report was missing 8-11 required items | | | **4 =** The report was missing 12-15 required items | **2 =** The report was missing 16-18 required items | | | | **0 =** The report was missing 19+ required items |
|  | **6** | | | | **4** | | | | **2** | | | **1** | | | **0** | | | | |
| **Visual Aid** | | **(8)** The visual aid used was extremely creative and served as a very informative tool during the presentation. The guidelines for this visual aid were followed. | | **(6)** All information on the visual aid was easy to see and understand. All guidelines for this visual aid were not followed. | | | | **(4)** Some information on the visual aid was hard to read. | | | **(2)**  The majority of information on the visual aid was hard to read and understand. | | | | | No visual aid was used during the presentation. | | |
| **Pictures** | |  | | The presentation contained four or more pictures, all relating to the career. | | | | Only three pictures were included in the presentation. | | | Only two pictures were included in the presentation. | | | | | Only one picture was included in the presentation. | | |
| **Volume / Eye Contact** | | The presenter had excellent volume and eye contact during the presentation. Preparation for the presentation was very evident. | | The presenter had good volume and eye contact and only read minimally from the visual aid. | | | | The presenter’s volume and eye contact could use improvement. He/she read from the visual aid for at least half of the presentation | | |  | | | | | The presenter read almost everything off the visual aid and/or notes; lack of preparation was very obvious. | | |

EXTRA CREDIT EARNED: **\_\_\_\_\_\_\_\_**

**TOTAL POINTS EARNED: \_\_\_\_\_\_\_\_\_\_ / 79**

**CAREER RESEARCH PROJECT**

**Extra Credit Interview Form**

|  |  |
| --- | --- |
| **Employee Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Place of Work \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | |
| **Position Held \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | |
| **Number of Years at Job \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | |

1. What tasks / responsibilities do you perform on a daily / monthly base?
2. What skills are required for your job?
3. What are your normal working hours? Do your hours fluctuate weekly? Monthly?
4. What education is required for your job? Does your company provide training?
5. What advice would you give a high school student interested in pursuing a career in your line of work?

**Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**