



## Human Services

## Government & Public Administration

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STANDARDS	PAGE REFERENCES
<b>UNIT 12: GOVERNMENT AND PUBLIC ADMINISTRATION CLUSTER</b>	
<b>1. Discuss careers in the Government and Public Administration cluster.</b>	
a. Describe characteristics of careers in the Government and Public Administration cluster.	<b>Student Edition:</b> 117, 119-120, 122-123 <i>Figure 118, 121</i> <i>Legal and Ethical Issues 113, 132</i> <i>Professional Development 114, 135</i>
b. Identify careers in the Government and Public Administration cluster.	<b>Student Edition:</b> 130-137 <i>Application 143</i> <i>Figure 118, 121, 130, 131</i> <i>Internet Connection 144</i>
<b>2. Explore and practice skills related to specific careers in the Government and Public Administration cluster.</b>	
a. Identify typical tasks, working conditions, education and training, job outlook, wages, and similar jobs.	<b>Student Edition:</b> 123, 146-154, 176, 178-181 <i>Application 157</i> <i>Figure 122, 146, 177</i> <i>Internet Connection 158</i> <i>Professional Development 150</i>

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b. Identify technologies related to the job.	<b>Student Edition:</b> 169, 189, 190-193 <i>Figure 192</i> <i>Internet Connection 174</i>
c. Practice skills related to the job.	<b>Student Edition:</b> 160-163 <i>Figure 160, 164</i> <i>Legal and Ethical Issues 206</i> <i>Professional Development 114, 198, 208</i> <i>Workplace Policies 117, 211</i>
d. Compare personal interests to characteristics of the job.	<b>Student Edition:</b> 168-169, 206-211 <i>Figure 207, 208, 209, 210</i>
<b>UNIT 15: HUMAN SERVICES CLUSTER</b>	
<b>1. Discuss careers in the Human Services cluster.</b>	
a. Describe characteristics of careers in the Human Services cluster.	<b>Student Edition:</b> 2-4, 6-11 <i>Figure 5, 10</i> <i>Internet Connection 16</i> <i>Legal and Ethical Issues 3</i>
b. Identify careers in the Human Services cluster.	<b>Student Edition:</b> 18-25 <i>Application 29</i> <i>Figure 2, 5, 18</i> <i>Internet Connection 30</i> <i>Profiles 26</i>
<b>2. Explore and practice skills related to specific careers in the Human Services cluster.</b>	
a. Identify typical tasks, working conditions, education and training, job outlook, wages, and similar jobs.	<b>Student Edition:</b> 11, 32-41, 62-67 <i>Application 45</i> <i>Figure 10, 32, 34, 63</i> <i>Internet Connection 30, 46</i>
b. Identify technologies related to the job.	<b>Student Edition:</b> 74-77, 81, 83, 85 <i>Application 89</i>

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c. Practice skills related to the job.	<b>Student Edition:</b> 48-49, 54-55 <i>Application 59</i> <i>Figure 48</i> <i>Law and Legal Issues 36, 49, 64</i> <i>Professional Development 21, 39, 66</i>
d. Compare personal interests to characteristics of the job.	<b>Student Edition:</b> 92-97 <i>Application 101</i> <i>Figure 93, 94, 95, 96</i> <i>Internet Connection 102</i>