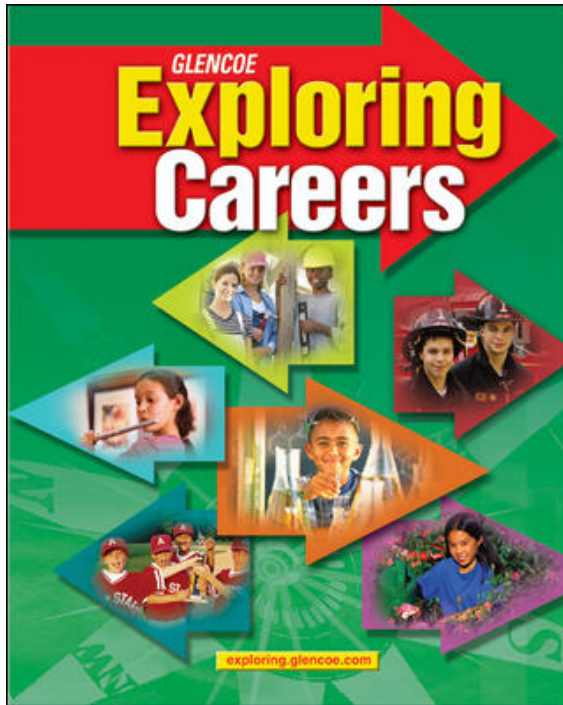




Career Cluster Explorations



CORRELATION TO ALABAMA COURSE OF STUDY

STANDARDS	PAGE REFERENCES
Technology	
<p>1. Demonstrate basic technology skills. Examples: managing files, using the Internet, using application programs</p>	<p>Student Edition: 3, 33, 110, 206-207, 212-217 <i>Academic Applications</i> 221 <i>Career Opportunities</i> 232 <i>Community Building</i> 218 <i>Internet Activity</i> 31, 209 <i>Figure 5</i> <i>Technology</i> 18, 36, 49, 91, 112, 134, 159, 182, 210, 280, 303</p> <p>Teacher Annotated Edition: DS 212; TA 214; TTA 110, 215</p>

STANDARDS	PAGE REFERENCES
Work Ethics	
2. Explain the personal and societal benefits of work.	Student Edition: 24-28, 156-157, 281-283 <i>Before You Read</i> 23 <i>Community Involvement</i> 29 <i>Connecting to the Workplace</i> 29 Teacher Annotated Edition: CA 156, 281; CT 157; EL 157
Communication Skills	
3. Demonstrate oral presentation skills that sustain listeners' attention and interest including eye contact, clear enunciation, and use of visual aids. <ul style="list-style-type: none"> • Preparing support materials to accompany a presentation, including tables and charts 	Student Edition: 137-140, 199-200 <i>Figure</i> 201 Teacher Annotated Edition: CA 201; DS 200; TA 201
4. Apply active listening skills to obtain and clarify information.	Student Edition: 201-203 Teacher Annotated Edition: TTA 202
5. Summarize written materials from various career sources clearly, succinctly, and accurately.	Student Edition: 203-204 Teacher Annotated Edition: DS 203
Employability Skills	
6. Create a personal plan of study to meet career goals and objectives.	Student Edition: 82-90, 92-97 <i>Personal Career Portfolio</i> 101 Q&A 93 Teacher Annotated Edition: CT 84; EL 96; R 89
7. Demonstrate positive work behaviors and personal qualities, including displaying a willingness to acquire new knowledge and skills, demonstrating integrity in a work situation, and indicating a willingness to follow rules and procedures.	Student Edition: 160-167 <i>Attitude Counts</i> 161 <i>Character Building</i> 168 Teacher Annotated Edition: CA 164; TTA 165

STANDARDS	PAGE REFERENCES
<p>8. Describe employment skills needed for obtaining and maintaining a job.</p>	<p>Student Edition: 10-12, 104-111, 113-119, 126-133, 135-143, 150-158, 160-167, 174-181, 183-191, 198-209, 211-217 <i>Attitude Counts</i> 114, 161, 199 <i>Character Building</i> 182 <i>Connecting to the Workplace</i> 13, 120, 210 Q&A 11, 111, 131 <i>Skill Building</i> 122, 146, 170, 194, 220 Teacher Annotated Edition: CA 129, 136, 202, 206; CT 163, 201; MS 212; R 138; TA 214; TTA 215</p>
Leadership	
<p>9. Demonstrate interpersonal skills, including teamwork, conflict management, problem solving, and networking.</p>	<p>Student Edition: 174-181, 183-191 Q&A 190 <i>Skill Building</i> 194 Teacher Annotated Edition: CA 183, 191; EL 181; TA 178</p>
<p>10. Demonstrate leadership skills for creating an environment that fosters mutual trust and confidence.</p>	<p>Student Edition: 161-165, 174-181, 183-191 Q&A 190 Teacher Annotated Edition: DS 186; TTA 165, 176</p>
Career Opportunities	
<p>11. Demonstrate the ability to locate resources to determine job and career opportunities related to the Alabama Career and Technical Education clusters.</p> <ul style="list-style-type: none"> • Describing the nature of each of the Alabama Career and Technical Education clusters 	<p>Student Edition: 42-48, 50-55, 89-90, 368-377 <i>Personal Career Portfolio</i> 59 <i>Skill Building</i> 58 Teacher Annotated Edition: CA 50; TTA 53</p>

STANDARDS	PAGE REFERENCES
<p>12. Identify employment opportunities to match personal interests and aptitudes.</p>	<p>Student Edition: 2-7, 9-12, 14-17, 42-48 <i>Career Opportunities</i> 7, 28, 45, 66, 88, 105, 137, 166, 179, 216, 232, 254, 282, 297, 328, 354 <i>Connecting to the Workplace</i> 8, 49 <i>Figure 4-5</i>, 46-47 <i>Personal Career Portfolio</i> 59 <i>Technology</i> 8</p> <p>Teacher Annotated Edition: CA 4; DS 3; MS 4</p>