Career & College Readiness Lesson Plan

What Matters to Me?

# Self-knowledge

## Grade Level 10

### Overview

Students will use the California CareerZone Work Importance Profiler assessment to identify their work values. They will then identify the relationship of work values with career selection.

### Learning Outcomes

At the end of this lesson, students will be able to:

* Describe how their values are an important part of determining what occupations would satisfy them and meet their needs

### Language Objectives

At the end of this lesson, students will be able to:

* Verbally identify their most important work values
* Verbally identify values that are important to succeed in specific occupations

### Standards Alignment

* California Common Core State Standards: College & Career Readiness
Anchor Standards:
	+ L. 10.1, 10.4, 10.6; SL. 10.1
* California Career Technical Education Model Curriculum Standards:
	+ 2, 3
* California Standards for Career Ready Practice:
	+ 1, 2
* National Career Development Guidelines:
	+ CM 2
* International Society for Technology in Education Standards for Students:
	+ 3, 6
* English Language Development Standards:
	+ Part I: A 1, 2, 3, 4; B 5; C 10
	+ Part II: A 1
* American School Counselor Association Mindsets & Behaviors for Student Success:
	+ BS-LS 2, 5; BS-SMS 3

### Materials

1. **Instructor Resources**
* Computer with internet access and projection capability for instructor
* Computer with internet access for students
* Projector and screen
	+ California CareerZone Student Account Information (p. 7)
	+ [California Career Resource Network Lesson Handout E-copies](https://californiacareers.info/#?Lesson%20Plans) https://californiacareers.info/#?Lesson%20Plans
1. **Student Handouts**
2. Vocabulary (p. 8)
3. California CareerZone Student Account Set Up Instructions (p. 9)
4. Work Importance Profiler Instructions (p. 10)
5. Occupations Based on My Work Values (p. 11)
6. Lesson Resources (p. 12)
7. **Lesson Resources Online Resource**
	* [What Matters to Me Start-Up Video](https://youtu.be/K6fbJhZDl94) (01:02)

https://youtu.be/K6fbJhZDl94

* + [California CareerZone](https://www.cacareerzone.org/)

https://www.cacareerzone.org/

* + [Work Importance Profiler](https://www.cacareerzone.org/wip/)

https://www.cacareerzone.org/wip/

* + [California CareerZone Contact/Help](https://www.cacareerzone.org/help/reportissue)

https://www.cacareerzone.org/help/reportissue

1. **Additional Resources**

California Career Center:

* [Discovering Your Interests and Skills](https://www.calcareercenter.org/Home/Content?contentID=121)

https://www.calcareercenter.org/Home/Content?contentID=121

* [Exploring Jobs that Interest You](https://www.calcareercenter.org/Home/Content?contentID=85)

https://www.calcareercenter.org/Home/Content?contentID=85

* [Skills & Qualities for the 21st Century World of Work](https://www.calcareercenter.org/Home/Content?contentID=122)

https://www.calcareercenter.org/Home/Content?contentID=122

* [Career Options Web Links](https://www.calcareercenter.org/Home/Content?contentID=326)

https://www.calcareercenter.org/Home/Content?contentID=326

[Quick Guide to Exploring Career Options](https://www.calcareercenter.org/Home/Content?contentID=255)

https://www.calcareercenter.org/Home/Content?contentID=255

* [Career Options](https://www.calcareercenter.org/Home/Content?categoryID=166)

https://www.calcareercenter.org/Home/Content?categoryID=166

### Activity

Students will complete the California CareerZone Work Importance Profiler, identify their three most important work values, select three occupations that align with their values, then write a summary for each occupation. Students will participate in discussion about their work values and occupational choices.

### Lesson Prep

* + Review the lesson plan procedures, handouts, and start-up video. This information will help prepare you to lead a discussion on work values.
	+ Familiarize yourself with setting up and signing into a California CareerZone student account.
		- Review the Instructor Resource California CareerZone Account Information and the California CareerZone Student Account Set up Instructions handout.
		- Students can complete this activity without an account but their work will not be saved unless they are signed in. If you plan to give any part of the activities as homework, be sure students save their work.
	+ Complete the Work Importance Profiler to familiarize yourself with it and to set it up for demonstrating it to your class (link in Materials section). You’ll use it in Lesson Procedure 4.
	+ Familiarize yourself with the CareerZone occupational profiles in order to explain them to students.
	+ Make copies of the handouts or send them to your students electronically. The handouts are posted separately with the lesson plan on the California Career Resource Network Lesson Plans webpage (link in Materials section).
	+ *About Hyperlinks.* All hyperlinks (URLs) used in this lesson are listed in the Materials section and on the Lesson Resources student handout.
	+ Before class begins, have your projector and computer on and the California CareerZone website and your student account open in your web browser (link in the Materials section).

### Lesson Procedures

1. Introduce the lesson by describing the topic and activity. For a quick introduction, show the start-up video (link in Materials section). Confirm students understand what to expect.
2. Explain that identifying and understanding personal work values is a very important part of deciding what career to pursue.

The work values inventory is a simple and powerful tool. The results help you choose the best occupation for you where you’ll be happier and have increased job satisfaction. Job satisfaction is important because it creates:

* Positive attitude
* Increased motivation
* Better performance

The California CareerZone Work Importance Profiler helps you:

* + Identify what’s important to you in work.
	+ Identify more satisfying occupations based on the similarity between your values and an occupation’s characteristics.
1. Distribute and review the Vocabulary handout (p. 8).
2. Demonstrate how to complete the Work Importance Profiler assessment (these instructions are also in the Work Importance Profiler Instructions handout):
	1. Go to the California CareerZone and sign into your student account (link in Materials section).
	2. Look at your “Stuff” section on your homepage. Select the “I Want To” button.
	3. In your “I Want To” section, select “Work Importance Profiler”.
	4. Read the description then select “Resume Work Importance Profiler” to use the Profile you created before class. If you didn’t create a profile before class, select “New Profile”.
	5. After showing students one or two examples of using the profiler, go to the end and select “View Summary” to see your results. If you did not create a profile before class, you’ll have to answer all questions to get to your results.
	6. Read through the results, then select “View Occupations”.
	7. Scroll through the list of occupations reminding students these occupations match their work values.
3. If a student doesn’t have a CareerZone account, give the student the handout, California CareerZone Student Account Set Up Instructions (p. 9) and have the student create an account.
4. Distribute and review the Work Importance Profiler Instructions handout (p. 10). Then distribute the Lesson Resources (p. 12). Have students go online and complete the activity. Check with students as they work to confirm they are on track.

Completing the Work Important Profiler activity can take anywhere from 25–35 minutes. If you’re short on time, assign the task as homework.

* If assigned as homework, ensure all students have
access to a computer and the internet outside of class.
1. Once students finish the activity, have a class discussion about their results. Ask students to share their top two work values. Discussion prompts to consider:
	* Were you surprised when you saw your top two values? Why/why not?
	* Which values did you think would score higher than they did?
	* Which values did you think would score lower than they did?
	* Do you feel the results are valid? Why? Why not?
	* How would you reorder your values to reflect their level of importance to you?
	* How does knowing your work values help you explore careers?
2. After the discussion, have students go back online and select the “View Occupations” button. Remind students these occupations are on their list because they align with their most important work values. Distribute and review the handout, Occupations Based on My Work Values (p. 11).
3. After students complete the handout, have them share a few occupations they chose. What surprised them about the occupations listed as potential matches? Do they feel those occupations are a good fit for them? Why? Why not?
4. Wrap-up. Review with students the knowledge they gained and the employability skills they used in this lesson:
	* *Self-development Skills*: Learned to use assessments for personal insight and applied those insights to career exploration and planning.
	* *Self-directional Skills*: Completed tasks without direct oversight.
	* *Technology Skills*: Used an online career assessment tool and searched, sorted, and evaluated occupational information.
	* *Critical Thinking Skills*: Engaged in critical thinking when analyzing assessment results and connecting them to potential occupations.

### Estimated Time

One or two class sessions.

### Learning Assessment

* Participate in class discussions
* Complete the Work Importance Profiler assessment
* Complete and submit the handouts
* Complete and submit an info graph

### Adaptation

Have students choose a famous person and identify the work values associated with their occupation. Have students identify how those work values are exhibited in the person’s life and write a short summary of their findings.

Other lessons and materials are on the

[California Career Resource Network](http://www.californiacareers.info/).

Instructor Resource

California CareerZone
Student Account Information

The step-by-step account set up instructions are in the student handout. As the instructor, it’s important for you to know:

Students can complete some of the activities on the California CareerZone without having a student account. However, students’ assessment results and research will not be saved unless they are signed into an account.

* + - Because career and college exploration and planning are continually evolving processes, having students save their work means they won’t have to start over each time they continue their career exploration and planning activities.

Account Information

* An email address is required.
	+ - * It is recommended that students use the same email address and password for student accounts on the California CareerZone and California Career Center websites.
* Last Names are **optional**.

Students do not need to provide their last names to set up an account. Be sure your students understand this. They can leave the **last** name field blank.

* Students can get help with or delete their accounts by sending an email to CareerZone Contact/Help (link in Materials section).

You may wish to establish a password convention to help your students remember their passwords. Any convention will work. For example:

* + student initials + year + class period: ts2028period1
	+ school initials + year + student initials: DHS2028js

Vocabulary

**Values:** are basic and fundamental beliefs that guide or motivate your attitudes, and actions.

**Personal Values:** are your beliefs about what is good, important, desirable, beneficial, etc. Your values influence the choices you make.

**Work Values*:***are aspects of work that are important to your job satisfaction and happiness. They are the beliefs, attitudes, and judgments you prize.

**Six Work Importance Profiler Value Definitions\***

1. **Achievement:** involves the need to use your individual abilities and have a feeling of accomplishment.
2. **Independence:** refers to the need to do tasks on your own and use creativity in the workplace. It also involves the need to get a job where you can make your own decisions.
3. **Recognition:** involves the need to have the opportunity for advancement, obtain prestige, and have the potential for leadership.
4. **Relationships:** includes the need for friendly co-workers, to be able to help others, and not be forced to go against your sense of right and wrong.
5. **Support:** involves the need for a supportive company, be comfortable with management's style of supervision, and a competent, considerate, and fair management.
6. **Working Conditions:** refers to the need to have your pay comparable to others, and have job security and good working conditions. You also need to be busy all the time and have many different types of tasks on the job.

**Infographic (Information Graphic)**: a visual representation of information presented in an easy to understand and fun-to-read format. Infographics have:

* A clear purpose with a descriptive title
* Informative statistics
	+ - Images that tell a story
* Eye-catching graphics

\*Work Importance Profiler definitions are adapted from [O\*NET Work Importance Profiler User Guide](https://www.onetcenter.org/dl_tools/WIP.pdf) (PDF) Version 3, Employment and Training Administration, United States Department of Labor, 2002.

California CareerZone
Student Account Set Up Instructions

* + - 1. Go to California CareerZone (link in Lesson Resources handout).
1. Scroll down and choose “Register Now”.
2. In the account window, fill in your basic information. Select “Next”.

Now fill in the “Tell us a bit more about yourself”.

**Important:**

You can leave the Last Name box blank: providing your last name is **optional**.

Select the “Register” button. You’re now on your account homepage.

If you need help with your account, or want to delete it, send an email to CareerZone Contact/help (link in Lesson Resources handout).

California CareerZone

Work Importance Profiler Instructions

The Work Importance Profiler helps you pinpoint what’s important to you in a career and helps you find occupations based on the similarities between what’s important to you and the occupations’ characteristics.

Go to the [California CareerZone](https://www.cacareerzone.org/), link in Lesson Resources handout.

* 1. Sign into your CareerZone account:
* If you don’t have an account, get the set-up instructions from your instructor.
	1. On the “Welcome to Your Career Hub” page, look at the “Stuff” section and select the “I Want To” button.
	2. Select “Work Importance Profiler”.
	3. Select the “GO” button next to “Start a New Work Importance Profiler”.
	4. When you finish the last question, select “Next”.
	5. Complete the “Preferences” page then select “View Summary”.
	6. Select “View Occupations” and explore the list of occupations aligned with your work values.

California CareerZone

Occupations Based on My Work Values

After completing your Work Importance Profiler and reviewing your scores, select “View Occupations”. This list of occupations matches your work values.

* + - 1. Write down your top 4 work values shown on your Work Importance Profiler summary page.

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* + - 1. Select “View Occupations”. From the occupations list, select 4 occupations you like. (Open an occupation’s profile, read it and review the work values section.)

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* + - 1. Create an infographic using the information you gathered. Include the following:
		- Identify and describe each of your 4 top work values.
		- Choose a minimum of one occupation **for each** of your 4 values.
		- The occupations you choose must have the associated value at the top of that occupation’s Work Values list.
		- Include interesting facts about each occupation you chose. You may have to do a little research. Check out the CareerOneStop website for info on your occupations (link in Lesson Resources).
		- Include why you like these occupations and why you think they may be a good fit for you.

You can see infographic examples online. Type “infographic images” in a web browser’s search box and then review the results.

Lesson Resources

[What Matters to Me Start-up Video](https://youtu.be/K6fbJhZDl94) (1:03)
https://youtu.be/K6fbJhZDl94

[California CareerZone](file:///E%3A%5C2019CCRLPrev%5CGrade%2010%5CWhat%20Matters%202%20Me%5CCalifornia%20CareerZone)
https://www.cacareerzone.org/

* [Work Importance Profiler](https://www.cacareerzone.org/wip/)
	+ https://www.cacareerzone.org/wip/
* [CareerZone Help and Support](https://www.cacareerzone.org/help/reportissue)
	+ https://www.cacareerzone.org/help/reportissue

### Additional Resources

[CareerOneStop](file:///E%3A%5C2019CCRLPrev%5CGrade%2010%5CWhat%20Matters%202%20Me%5CCareerOneStop)
https://www.careeronestop.org/toolkit/careers/occupations/occupation-profile.aspx

[California Career Center](file:///E%3A%5C2019CCRLPrev%5CGrade%2010%5CWhat%20Matters%202%20Me%5CCalifornia%20Career%20Center) https://www.calcareercenter.org/

* [Discovering Your Interests and Skills](file:///G%3A%5C2019CCRLPrev%5CGrade%2010%5C2019%20Revisions%20Gr%2010%5CWhat%20Matters%20to%20Me%5CDiscovering%20Your%20Interests%20and%20Skills) https://www.calcareercenter.org/Home/Content?contentID=121
* [Exploring Jobs that Interest You](https://www.calcareercenter.org/Home/Content?contentID=85) https://www.calcareercenter.org/Home/Content?contentID=85
* [Skills & Qualities for 21st Century World of Work](https://www.calcareercenter.org/Home/Content?contentID=122) https://www.calcareercenter.org/Home/Content?contentID=122
* [Career Options Web Links](https://www.calcareercenter.org/Home/Content?contentID=326) https://www.calcareercenter.org/Home/Content?contentID=326