

Graphics Career Project Step-by-Step Description

Step 1: Log on to Career Cruising and complete the following:

- **My Assessments:**
 - Matchmaker – all 116 questions
 - Learning Styles Inventory – all 20 questions
 - My Skills -
 - SAT SCORES – fill in PSAT or SAT Results
 - My EDP – Educational Plan
 - My Education
 - My Activities & Experiences
 - My Goals & Plans
 - My Careers
 - Saved Careers(you select them after your Matchmaker)
 - Career Selector Assessment

Once CAREER CRUISING REQUIREMENT is complete, you may begin your Career Project. Choose a career preferably in Graphics that interests you. This is a fun and informative project that uses your research skills. It is recommended that you take notes in Microsoft Word under five separate headings. If you use sheets of paper, use a separate sheet for each of these categories:

1. What the Career is (Job Description)
2. Education/Training Requirements
3. Opportunities for Advancement
4. Salary/Earnings/Benefits
5. Description of “A Typical day in the life of a person in my career choice”
6. Bibliography: A listing of all sources must be submitted in proper M.L.A. format. A format sheet will be handed out.

Recommendation: You may want to focus one day of research on one single area of your project. For example, once you have chosen your career, spend your first day of research writing down a description of the career ONLY. When descriptions differ, go with the one that comes from the most reliable resource.

Step 2: Take your notes carefully and thoroughly. Use your own words when taking notes. DO NOT PLAGIARIZE!

Step 3: Examine your information and try to put the facts into a logical order. You will want to follow this order on your project.

Step 4: Sketch a “rough draft” of your project(story board) indicating where you will place the title, information sheets and photos. Begin writing your information under at least five different using the facts from your notes. You should use bullet points for your notes and phrases rather than writing in paragraph form.

Step 5: Word process your rough draft and save it! Each of the five sections of your project must be on separate frames. You will need to use a large font size that is easy to read so that your information can be read on your project. Be careful not to repeat facts when you are writing your five sections. Each section should contain different and precise information. (You will be graded on your notes, final project and bibliography.)

Step 6: Find pictures, graphs or diagrams that illustrate your career and make it look appealing to others. You should have at least two pictures, but no more than five, on your project to make it more visually interesting! (You will be graded on your final project which will be a story board containing the Title of your Career, at least five frames with the required information, along with frames that include pictures, graphs or diagrams.)

If you find that you cannot find enough information on your career in graphics, you will want to change your career. See me for ideas if you need to. Good luck and have fun!

CAREER RESEARCH

Essential Question: What requirements (educational and personal) do I need to succeed at reaching my career goal?

Some guide questions are provided below to help your research. Your notes MUST be divided into these five sections:

1. What the career is:
This includes a description of the career itself, skills or tasks that one performs in this career, and any additional information that you feel is relevant to this area.
2. The educational/training requirements:
What level of schooling is necessary?
Are there any special tests or exams? (Examples: teachers need to pass PRE; truck drivers need to have special driver's licenses)
Are there any physical or personal requirements? (Examples: the ability to lift heavy loads; the ability to solve complex math equations)
3. Opportunities for Advancement (Examples: Nurse to nurse trainer; pet store cashier to pet store manager)
4. Salary/Earnings/Benefits: (include vacation time, medical benefits, retirement plans, flexible hours, annual pay increases...)
5. A Typical Day in the Life of ...": A description or list of tasks that one would perform in a typical day.

VISUAL PRESENTATION – THE PROJECT

A digital presentation that must be designed to hold all career information in text form and be accompanied by related pictures, graphs and diagrams. The project must contain the information (in paragraph or bullet form) in each of the five areas that has been found through research:

1. Titles in Attractive, readable fonts for each section
2. Description of Career
3. Educational/Training requirements
4. Opportunities within the career
5. Salary/Earnings/Benefits
6. A Typical day in the life of...

Career Project Online Resources

Use the following online resources to research your chosen career:

1. **Career Connections-** www.careerconnections-ct.com

Click on the link to “What Career is Right for Me?” in the left hand column. Click on “Dream It. Do It” in the middle of the page. You may take the Dream Career Quiz to indicate your career personality, or skip to the bottom of the page and click on career profiles to read career descriptions. You will need much more information from the following three online databases to complete your project.

2. **U.S. Bureau of Labor Statistics-** www.bls.gov/

In the left hand column, choose “Resources for Students & Teachers.”

Then, in the middle of the page, choose “Career Information for Students” which gives descriptive information on 60 jobs, **OR**, choose “Occupational Outlook Handbook” and type in the career you would wish to research, eg. “fashion design” or “bicycle repair” or “pediatrician” or other in the Search OOH box. Your results list will be links to careers described within the Bureau of Labor Statistics database. You may choose any of these links to view this information:

Nature of the Work (this is the job description which you are required to write)

Training

Employment

Job Outlook

Projections Data

Earnings

OES Data (Occupational Employment Statistics)

Related Occupations

Sources of Additional Information

3. **MyPlan.com –** www.myplan.com

From the home page, you can choose to search the “Career Database” for a career of your choice. You may either **SEARCH** by entering the search term, such as “fashion design” or “bicycle repair” or “pediatrician”, or you may **BROWSE** the list of 902 careers. Once you have chosen your career to research, myplan.com gives you a job description, job requirements, significant points and salary information. These are four of the five requirements for your project!

You will enjoy using the “Video Library” to watch a 1-2 minute video of your career choice. You must choose “Quicktime” and “High Bandwidth” to view the videos on our computers.

4. **Career Database-** www.careerdatabase.net

This web resource links you to five or six related resources once you have chosen your career from the alphabetical listing of 650 careers. For the careers that are included here, you may link to sites such as XAP, Career Planner, or the U.S. Bureau of Labor Statistics which lists the important abilities and skills needed in your career. This will not be your primary site for information, but will give you fun facts to make your career presentation more interesting and insightful.

Graphics Career Research Grading Rubric

Congratulations on accepting this challenge! Your enthusiasm for exploring your career choices in graphics will surely help you succeed at this task! This rubric will help you remember to include all necessary pieces of information and to present it in an attractive format. Remember that you will be presenting your project to other students so create a professional looking project.

Essential Questions: What requirements (educational and personal) do I need to succeed at reaching my career goal?

<u>Research</u>	<u>Points Possible</u>	<u>Points Earned</u>
1. I have used reliable information resources.....	5	_____
2. I have created a separate bibliography page.....	10	_____
 <u>Writing Quality</u>		
3. I have used proper sentence construction, including punctuation	5	_____
4. I have checked my grammar and spelling.....	5	_____
5. My writing is original (<u>not</u> copied and pasted).....	10	_____
 <u>Project Design</u>		
6. I have presented my information in an organized manner	10	_____
7. I have created an attractive display.....	5	_____
8. I have met the deadlines for each section of my project.....	5	_____
 <u>Content</u>		
9. I have included all of the required pieces of information:		
a. Description.....	10	_____
b. Educational/Training Requirements	10	_____
c. Opportunities.....	10	_____
d. Salary and Benefits.....	10	_____
e. A Typical Day in the Life of 'your career'.....	10	_____
Total Points	100	_____