

**Alconbury High School**  
**Career Practicum Course Syllabus**  
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*Career Practicum*

**Course Description**

Career Practicum is designed to provide students the opportunity to explore career occupations through practical experiences. It is designed to help each student assess his/her skills and interests and to make decisions about his/her future career.

**Objectives**

1. Match interests with occupations
2. Match skills with occupations
3. Research occupations
4. Make career decisions
5. Provide on-site work experiences

**Course Content**

First two weeks:

1. Explore different occupations
2. Choose level of preferred training
3. Look at jobs within each occupational group
4. Choose preferred occupation group
5. Look at different work activity interests
6. Rate work interests
7. Compare interests with jobs
8. Match profile with occupations.
9. Research current vocational/job growth
10. Research current vocational/job earnings
11. Prepare a resume
12. Interview for a job
13. Maintenance of weekly time sheets and learning logs

Remainder of semester:

- On-site work experience
- Weekly work experience evaluation report
- Required class projects

## **Class Rules**

1. BE ON TIME
2. COME TO CLASS AND WORKSITE PREPARED
3. FOLLOW DIRECTIONS
4. DRESS APPROPRIATELY
5. BE WELL GROOMED
6. TURN MATERIAL AND REPORTS IN ON TIME
7. DISPLAY A PROFESSIONAL ATTITUDE

## **Grading**

- 50% Supervisor's assessment of on the job performance.
- 30% Completion of classroom activities and projects.
- 20% Time Sheets and Learning Logs