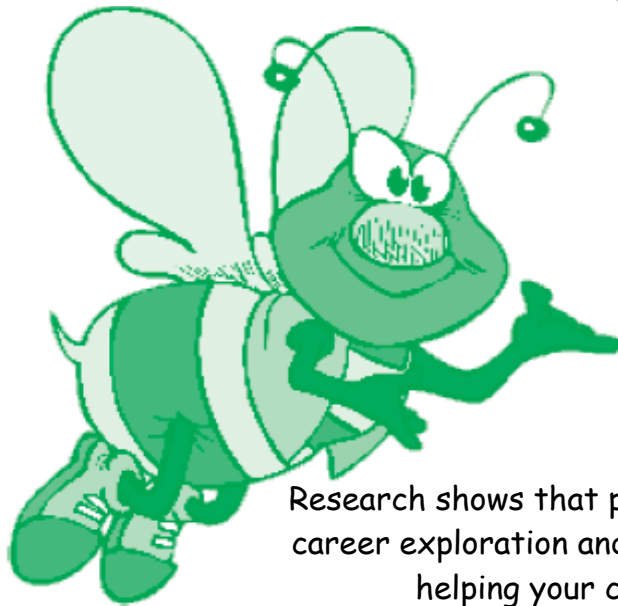


Oregon

*Catch the career bug!*

# Career Aware I

An elementary school career awareness magazine  
(Publication I of II)



Hi! I'm Caleb the career bug!

What's your name? \_\_\_\_\_

Just like my antennae make me aware of things around me, I'll help you develop "career antennae" for discovering the thousands of career opportunities in our big world! Let's go!

## Note to Parents...

Research shows that parents have the biggest influence on youth's career exploration and decision making. Could you use some tips on helping your child with their career development?

Visit [MyChildsFuture.org](http://MyChildsFuture.org).



Developed by Oregon's Partnership for Occupational and Career Information, a partnership among the Oregon Career Information System, Oregon Employment Department, Oregon Department of Education and the Oregon Department of Community Colleges and Workforce Development. Questions: Contact [Brenda.P.Turner@state.or.us](mailto:Brenda.P.Turner@state.or.us), 503-947-1233

To download a pdf of this publication, go to the Careers page at [www.QualityInfo.org](http://www.QualityInfo.org), and scroll down to the Career Aware section.



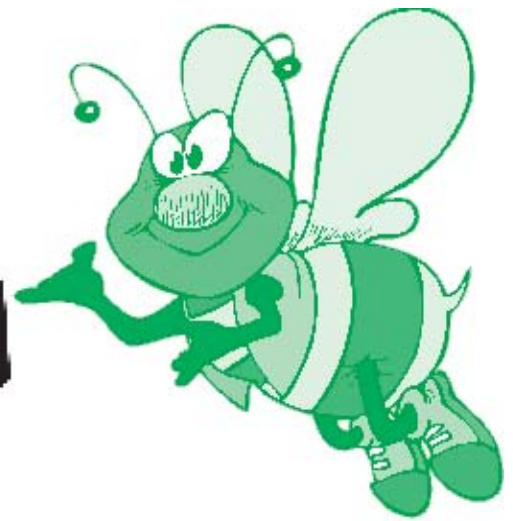
# Table of Contents

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Activities in this booklet are based on  
*Careers Are Everywhere!* Texas Workforce Solutions,  
Labor Market and Career Information



Rather than just flying around wildly from one career to another on our exciting journey to explore careers, we'll look at groups of careers that have something in common. Although the list of career choices is rather short, you will probably find some of the careers in the groups more exciting than others. As you continue your career journey, you may want to look closely at other occupations that fit in the groups you like best.



Careers are often grouped together based on something they have in common. Imagine that your teacher asked everyone in your class what his or her favorite snack is. Then your teacher had all those whose favorite snack is popcorn go to one part of the room, those whose favorite snack is chips go to another part of the room, and so on. You and your classmates would then be grouped together based on something you have in common; your favorite snacks. Here are the groups of careers that Caleb will explore with you, discovering what they have in common:

within routines and rules. They usually are good in art, enjoy creating their own projects and have a good imagination.



People in **Social** careers generally like to help, teach and give people advice more than working with things. They usually like to be around other people, are interested in how people get along and like to help other people with their problems.



People in **Realistic** careers generally like to work with things more than with people. They usually are good at doing things with their hands or playing sports. They like to work indoors and with tools and machines.

People in **Enterprising** careers generally like to persuade others to do things or give them directions to do things rather than working with things or ideas. They usually like to be a group leader.



People in **Investigative** careers generally like to explore and understand things or events, rather than persuade others or sell them things. They usually are good in math and science and like to work alone to solve problems.



People in **Conventional** careers generally like to follow orders and do things exactly according to directions, and do not like doing work that does not have clear instructions to follow. They are usually good in math, like to organize their things and like to work indoors.



People in **Artistic** careers generally like to work with creative ideas and express themselves rather than work

Which groups do **you** think sound the most interesting?



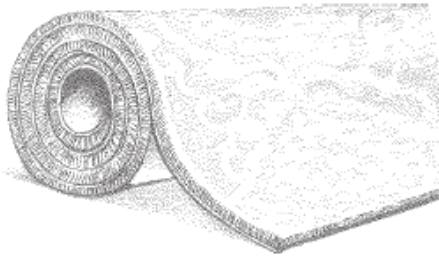
# Realistic Careers for “doers”

People in these careers generally like to work with things more than with people. They usually are good at doing things with their hands or playing sports. They like to be outdoors and work with tools and machines.

**Carpet Installers**  
**Desktop Publishers**  
**Etchers & Engravers**  
**Electrical Engineers**  
**Roofers**  
**Veterinarians**

## Carpet Installers

Carpet installers cut and lay carpet. They measure, clean and check the floor, put down tack or tape, and lay the pad. Then they cut, lay and stretch the carpet.



In the space below, draw the shape that a piece of carpeting would need to be to fit your bedroom.

## Desktop Publishers

Desktop publishers use computers to design layouts for printed materials. They combine text and graphics like photographs and drawings to create things like brochures or magazines. Their goal is to make printed material appealing to readers and easy for them to follow.



Find a magazine article that you think would be fun to read because of the way it looks.



What other careers can you think of that might be in the realistic group?

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**Etchers & Engravers**

Etchers and engravers put letters or designs on things. They put designs on different types of metals. They can put pictures on wood pieces. They can also put letters on jewelry.



Pretend you've won first place in a competition of some kind. (Examples: soccer tournament or piano recital.) Write your name, a date and the type of award on the trophy at the right.

**Electrical Engineers**

Electrical engineers plan, test and help build many kinds of electrical and electronic equipment. They design appliances, and all machines run by electricity. TVs, computers and robots are just some of the things they design.

**LIST**

three electrical or electronic items in your home that an engineer probably designed.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**How much schooling do they need?**

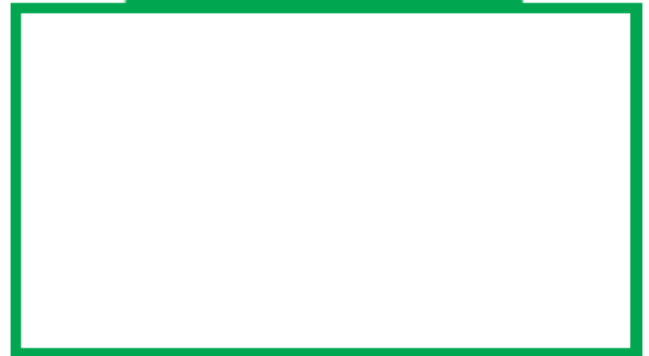
	Training on the job	Technical school	College degree	Advanced college
Carpet Installers	✓			
Desktop Publishers		✓		
Etchers & Engravers	✓			
Electrical Engineers			✓	
Roofers	✓			
Veterinarians				✓

## Roofers

Roofers put roofs on new buildings. They repair or replace damaged roofs. They work on flat or slanted roofs. Sometimes they work on top of really tall buildings. Roofers also work with many types of materials.



In the space below, draw a type of building a roofer would work on.



Circle the animals below that a veterinarian may work with.



## Veterinarians

Veterinarians diagnose and treat illnesses and injuries of animals. They may work with household pets or farm animals. Some do research to improve animal health.

How much do they pay?

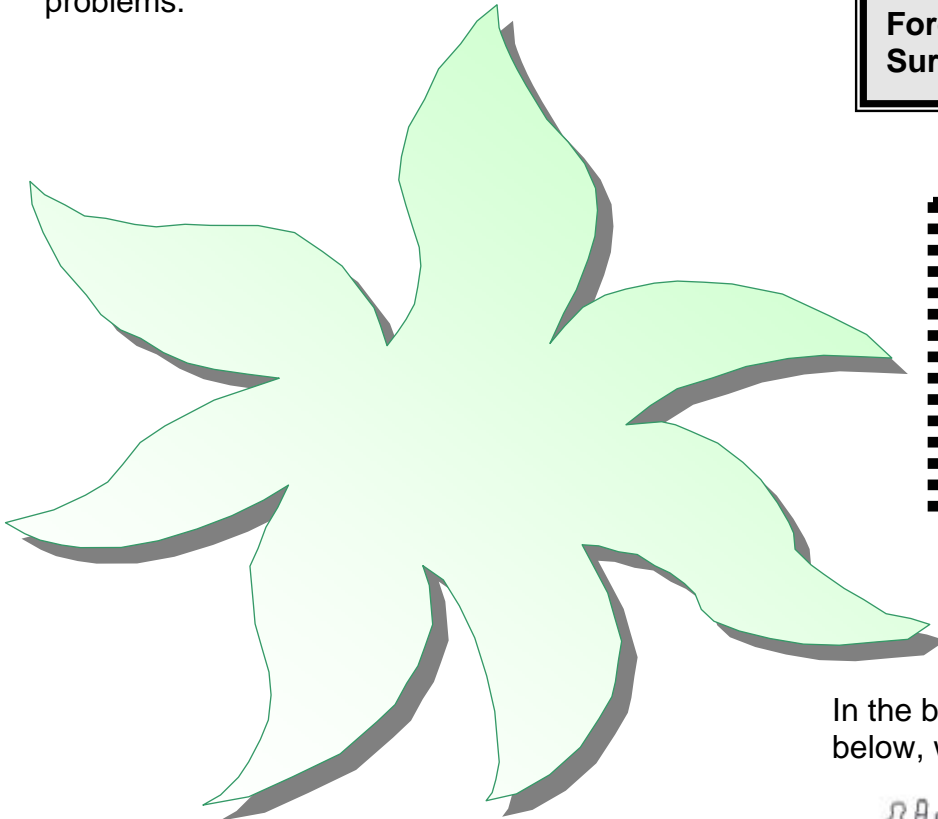
Hourly Wage	Carpet Installers	Desktop Publishers	Etchers & Engravers	Electrical Engineers	Roofers	Veterinarians
More than \$25.00						
\$20.00 - \$25.00						
\$15.00 - \$20.00						
\$10.00 - \$15.00						
Less than \$10.00						



# Investigative Careers for “thinkers”

People in these careers generally like to explore and understand things or events, rather than persuade others or sell them things. They usually are good in math and science and like to work alone to solve problems.

- Soil & Plant Scientists**
- Chiropractors**
- Computer Systems Analysts**
- Dieticians & Nutritionists**
- Forensic Science Technicians**
- Surveying & Mapping Technicians**



**Soil & Plant Scientists**

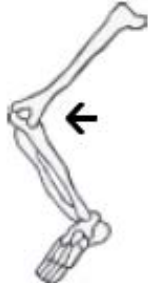
- Soil and plant scientists research plants to see what conditions they thrive in. They may work with agricultural plants, studying what makes up the soil, and how plants grow in different soils.

On the upper leaves of the plant above, write in three kinds of plants. On the lower leaves, write in four things that people make from plants.

In the blank below each picture of bones below, write the name of the body part.



\_\_\_\_\_



\_\_\_\_\_



\_\_\_\_\_



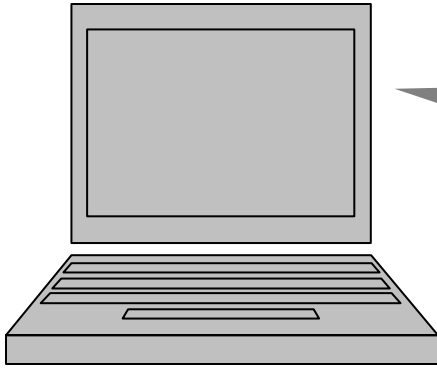
\_\_\_\_\_



\_\_\_\_\_

**Chiropractors**

Chiropractors treat problems in patients' bones, muscles and nerves. They examine patients and sometimes take X-rays. If bones are not in the right place, chiropractors adjust them with their hands. Chiropractors also teach their patients about healthy eating and the importance of exercise and good posture.



### Computer Systems Analysts

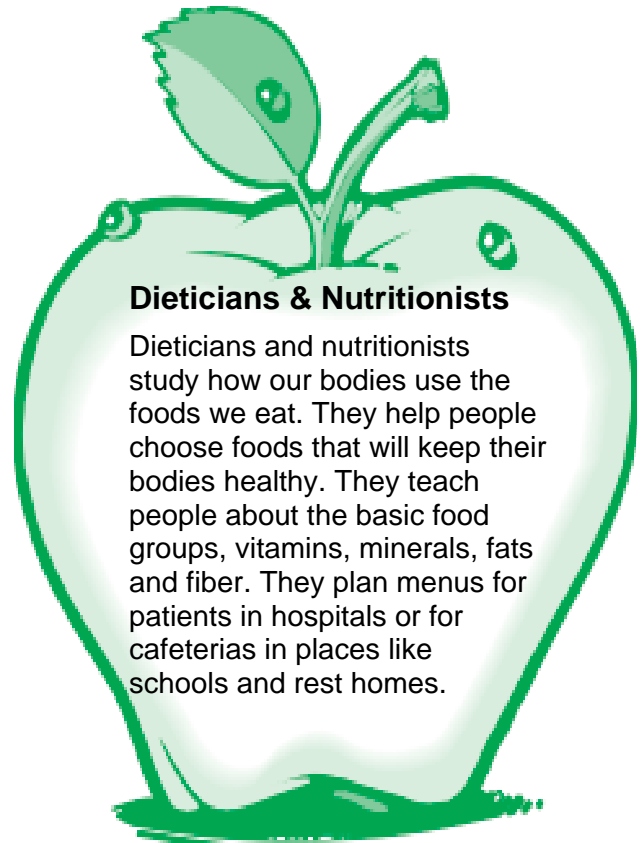
Computer systems analysts design and plan ways that computers can do work for businesses and people. They study the kinds of work to be done. Then they find or help make computer equipment and software programs that can do the job. They test the finished system to make sure it works right.

See if you can list four things that computers now do for businesses or people that used to be done by hand.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_



On the plate below, draw a healthy meal. Try to choose foods from at least three basic food groups.



### Dieticians & Nutritionists

Dieticians and nutritionists study how our bodies use the foods we eat. They help people choose foods that will keep their bodies healthy. They teach people about the basic food groups, vitamins, minerals, fats and fiber. They plan menus for patients in hospitals or for cafeterias in places like schools and rest homes.

### How much schooling do they need?

	Training on the job	Technical school	College degree	Advanced college
Soil & Plant Scientists			✓	
Chiropractors				✓
Computer Systems Analysts			✓	
Dieticians & Nutritionists			✓	
Forensic Science Technicians		✓		
Surveying & Mapping Technicians	✓			

### Forensic Science Technicians

Forensic science technicians help police investigate crimes. They collect, identify and analyze evidence from crime scenes. They may specialize in areas like fingerprinting or handwriting.



### Surveying & Mapping Technicians

Surveying and mapping technicians help study and map the natural features and man-made structures on the surface of the earth. They may take measurements and notes, make sketches, or use notes and sketches to make maps.

Draw a map that shows how to get from your home to your school

### How much do they pay?

More than \$25.00						
\$20.00 - \$25.00						
\$15.00 - \$20.00						
\$10.00 - \$15.00						
Less than \$10.00						
Hourly Wage	Soil & Plant Scientists	Chiropractors	Computer Systems Analysts	Dieticians & Nutritionists	Forensic Science Technicians	Surveying & Mapping Technicians



# Artistic Careers for “creators”

People in these careers like to work with creative ideas and express themselves rather than working within routines and rules. They usually are good in art, enjoy creating their own art work and have a good imagination.

**Camera Operators**  
**Writers & Authors**  
**Floral Designers**  
**Graphic Designers**  
**Interior Designers**  
**Fine Artists**

## Camera Operators

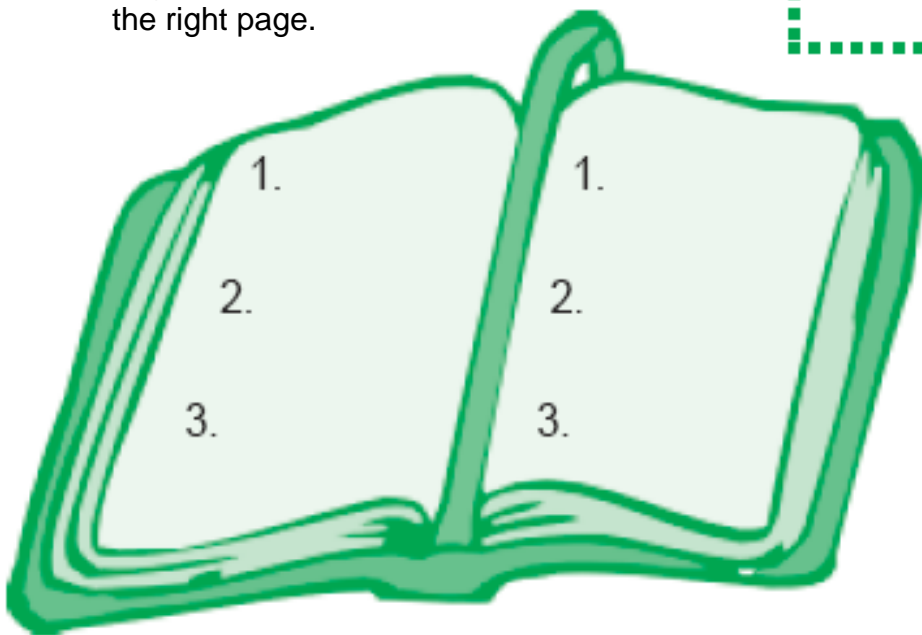
Camera operators use special cameras to film movies and television programs. They take videos for news events. Some of them also make commercials.



Camera operators work with many objects from people to equipment. Find some of these objects in the word find puzzle below.

T	U	R	S	S	R	O	T	C	A	ACTION
P	E	M	C	R	C	O	L	A	N	ACTOR
P	M	L	R	S	Q	R	C	B	S	ACTRESS
I	F	I	E	Z	T	T	I	E	V	CAMERA
C	N	F	E	V	R	H	I	P	P	FILM
T	O	P	N	E	I	V	G	B	T	LIGHTS
U	I	D	S	F	O	S	H	I	S	MOVIES
R	T	S	E	M	N	J	I	P	L	PICTURES
E	C	A	R	E	M	A	C	O	K	SCREEN
S	A	K	V	I	D	E	O	S	N	SCRIPT
										TELEVISION
										VIDEOS

In the book below, write the names of your three favorite books on the left page, and their authors' names on the right page.



## Writers & Authors

Writers and authors create original fiction and nonfiction for books, magazines, television, radio, movies and ads.

### How much schooling do they need?

	Training on the job	Technical school	College degree	Advanced college
Camera Operators	✓			
Writers & Authors			✓	
Floral Designers	✓			
Graphic Designers			✓	
Interior Designers			✓	
Fine Artists	✓			

#### Floral Designers

Floral designers trim flowers to make bouquets, sprays and wreaths. They make up dish gardens and terrariums. They make what the customers want using the colors and type of flowers they ask for.

List five events that floral designers would arrange flowers for.

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Find a package for a product that a graphic designer most likely created - something that you like. List four things that you think make it look good.

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#### Graphic Designers

Graphic designers make things look good so people will be interested in them. Some design book, magazine and CD covers. Graphic designers may work on packages for products. Some of them create new wallpaper patterns or design greeting cards.

What other careers can you think of that might be in the artistic group? \_\_\_\_\_

## How much do they pay?

More than \$25.00						
\$20.00 - \$25.00						
\$15.00 - \$20.00						
\$10.00 - \$15.00						
Less than \$10.00						
Hourly Wage	Camera Operators	Writers & Authors	Floral Designers	Graphic Designers	Interior Designers	Fine Artists



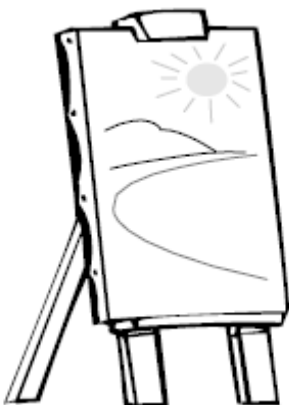
### Interior Designers

Interior designers plan and furnish the interiors of buildings. They talk to customers about their likes and dislikes. They find out how much money can be spent and the purpose of the space (office, home, etc.) Then they decorate the area so that it makes good use of the space, is comfortable, and looks nice.

Pretend you're an interior designer. What changes would you make to your classroom or bedroom. Draw a sketch of how you would like it to look.

### Fine Artists

Fine artists draw and paint or create other art work like sculptures that express feelings and ideas. They use many kinds of materials. Some paint using oils or watercolors. Some draw using pencils or pen and ink. Others mold or carve things out of rock, plaster, clay or wood.



List two places where the work of fine artists might be displayed.

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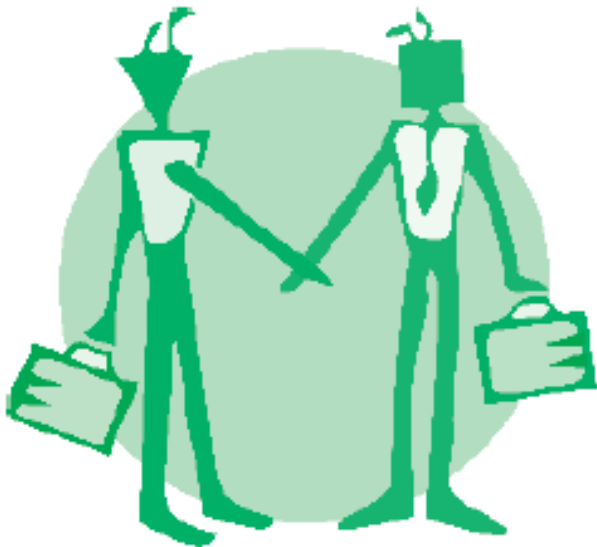
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# Social Careers for “helpers”

People in these careers generally like to help, teach and give people advice more than work with things. They usually like to be around other people, are interested in how people get along and like to help other people with their problems.

- Training & Development Specialists**
- Emergency Medical Technicians**
- Fitness Trainers**
- Child Care Workers**
- Medical Assistants**
- School Counselors**



## Training & Development Specialist

Training and development specialists manage and carry out training and development programs for employees. They study how adults learn, and help workers gain skills to make them better at their jobs.

.....

List three things you're good at that you could teach others to do.

1. \_\_\_\_\_

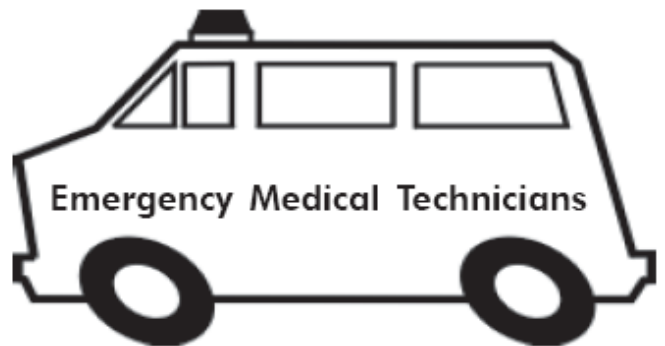
2. \_\_\_\_\_

3. \_\_\_\_\_

.....



Circle the safety items that help prevent injuries in accidents that EMTs might respond to. Cross out the items that can cause health problems and accidents that EMTs might respond to.



Emergency medical technicians, or EMTs, provide emergency medical care at the scene of an accident or in people's homes after someone calls 911. EMTs find out the patient's condition and decide the immediate treatment needed. They give emergency care following strict rules. When needed, they transport the patient to a hospital for further treatment.

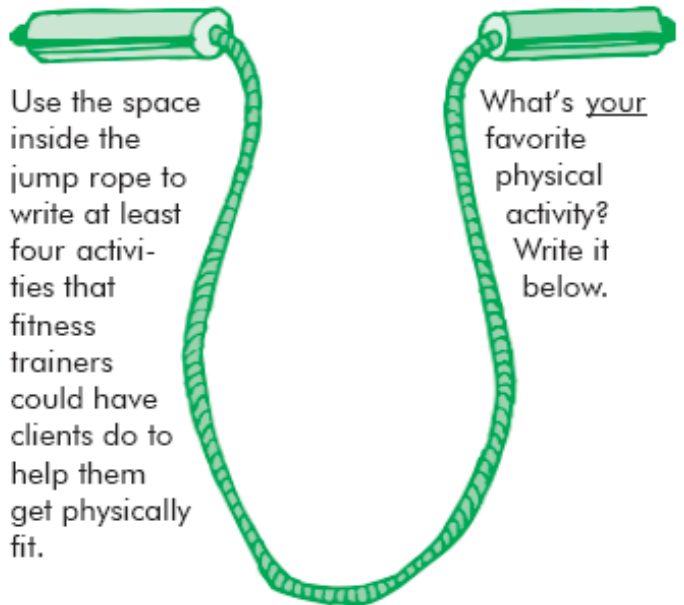
### How much schooling do they need?

	Training on the job	Technical school	College degree	Advanced college
Training & Development Specialists			✓	
Emergency Medical Technicians		✓		
Fitness Trainers	✓			
Child Care Workers	✓			
Medical Assistants	✓			
School Counselors				✓



### Fitness Trainers

Fitness trainers help people determine their physical condition. Then they help their clients set and reach goals to improve their fitness. They suggest exercises that will most help each person. Fitness trainers also show the person how to do the exercise safely and for the best results. They may keep records of their clients' exercise sessions in order to help them make progress toward physical fitness. Some fitness trainers lead exercise classes, such as aerobics.



Use the space inside the jump rope to write at least four activities that fitness trainers could have clients do to help them get physically fit.

What's your favorite physical activity? Write it below.

### How much do they pay?

More than \$25.00						
\$20.00 - \$25.00						
\$15.00 - \$20.00						
\$10.00 - \$15.00						
Less than \$10.00						
Hourly Wage	Training & Development Specialists	Emergency Medical Technicians	Fitness Trainers	Child Care Workers	Medical Assistants	School Counselors

Child care workers may spend time with children of all ages. List at least two activities they could do with each age group below.

Infant \_\_\_\_\_  
\_\_\_\_\_

Toddler \_\_\_\_\_  
\_\_\_\_\_

School-age \_\_\_\_\_  
\_\_\_\_\_

### Child Care Workers

Child care workers attend to children at businesses, schools, and private households. They may dress, feed, bathe, and play with children. The children they tend may be infants, toddlers, or school-age children.

### Medical Assistants

Medical assistants help keep the offices of doctors and other health care providers running smoothly. They may answer telephones, greet patients, update and file medical records and fill out insurance forms. They may also schedule appointments and handle billings. Some medical assistants perform clinical duties as well. They may ask patients about their medical histories and record vital signs. They may also prepare patients for examination and help doctors during the exam.

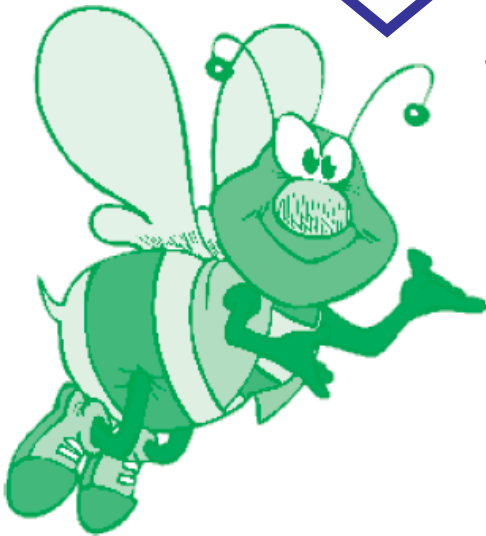
Circle below the tools or supplies a medical assistant might normally use in a doctor's office.



**School Counselors**  
School counselors help evaluate students' abilities, interests and talents to set goals for school, work and life. They work with individuals, and with groups of students. They also work with teachers to help classroom activities meet children's needs.

Name three things that a school counselor should be good at doing in order to do their job well.

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_




What other careers can you think of that might be in the Social group? Think about the people you have contact with every day. Use the space below to draw a picture of someone you know who helps, teaches or gives advice to others. You may also color the picture if you wish.

# Enterprising Careers

## for “persuaders”

People in these careers generally like to persuade others to do things or give them directions to do things rather than working with things or ideas. They usually like to be a group leader.

- Funeral Directors
- Loan Officers
- Medical & Health Services Managers
- Lawyer
- Telemarketers
- Travel Agents



**Funeral Directors**

Funeral directors are in charge of arranging and directing funeral services. Funeral directors arrange the order of the funeral service and for the burial of the person who died. They must follow the law and the wishes of the family.

Have you ever been to a funeral or seen one on TV? If so, list 3-4 things you see or hear at a funeral that a funeral director helps plan.

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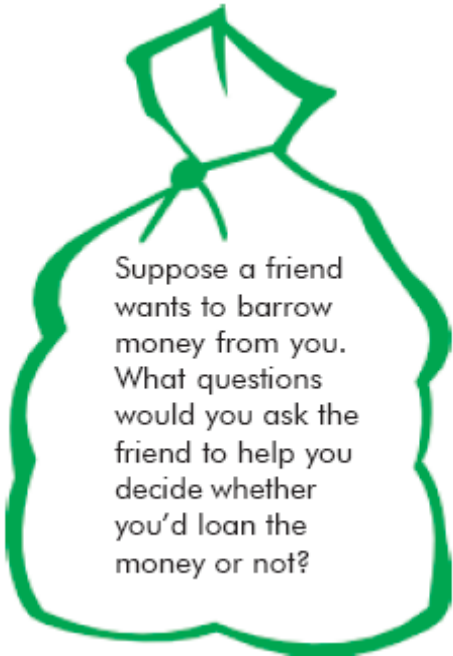
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### Loan Officers

Loan officers review applications for loans. They work with people wanting to borrow money. They recommend approval or denial of a loan. Loan officers advise people of their financial status and how to repay the loan. The loans can be personal or commercial. They can be for real estate or agriculture.



Suppose a friend wants to barrow money from you. What questions would you ask the friend to help you decide whether you'd loan the money or not?



## Medical & Health Services Managers

Medical and health services managers work in medical, nursing or other departments of a health care facility. They plan, organize, coordinate and supervise personnel and patient care. Other duties include finance, in-service training and information management. Doctors are just one example of the types of workers medical and health services managers supervise. Name three other types of workers they may supervise.

Doctors are just one example of the types of workers medical and health services managers supervise. Name 3-4 other types of workers they may supervise.

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### Lawyers

Lawyers represent their clients in legal matters, including advising them on the law and writing legal documents. They may handle legal affairs for businesses, help different parties come to agreement, or defend and prosecute those accused of crimes.



What other careers can you think of that might be in the enterprising group?

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### How much schooling do they need?

	Training on the job	Technical school	College degree	Advanced college
Funeral Directors		✓		
Loan Officers			✓	
Medical & Health Services Managers			✓	
Lawyer				✓
Telemarketers	✓			
Travel Agents		✓		

How much do they pay?

More than \$25.00						
\$20.00 - \$25.00						
\$15.00 - \$20.00						
\$10.00 - \$15.00						
Less than \$10.00						
Hourly Wage	Funeral Directors	Loan Officers	Medical & Health Services Managers	Lawyer	Telemarketers	Travel Agents

**Telemarketers**

Telemarketers contact people and businesses by phone to sell them things. They explain the product or service, talk to the customer about what they need, and take orders and customer information over the phone.

**Travel Agents**

Travel agents plan entire trips for clients. They plan the places to go and things to do. They make lodging, transportation and entertainment reservations. Travel agents may plan trips for individuals, businesses or large groups of people.

What kinds of products do telemarketers sell to people over the phone? Write in at least three items you think a telemarketer would sell.

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Look at a map or globe and choose a place you would like to visit. Then plan a trip to that place, thinking about how you would get there, how long it may take, and things you could see and do when you get there.



Pretend you are going to open your own small business. Think about all the things you would have to decide and do.

- 1.) What type of business would you like to open? (What product or service would you sell?)
- 2.) Where would your business be located?
- 3.) What supplies would you need?
- 4.) What type of people would be your customers?
- 5.) How would you advertise or market your product or service to them? (In other words, how would you convince them to become customers?)
- 6.) What would you charge for your product or service?
- 7.) Would you be able to make money at your business, after subtracting any costs from profits?

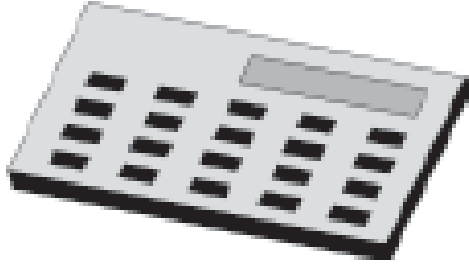
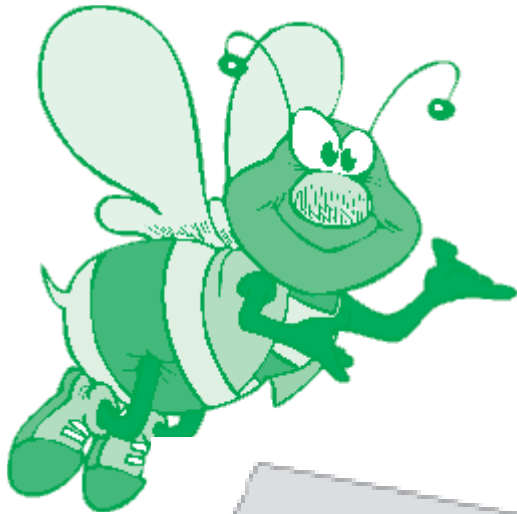


# Conventional Careers

## for “organizers”

People in these careers generally like to follow orders and do things exactly according to directions. They do not usually like work that does not have clear instructions to follow. They are usually good in math, like to organize their things and like to work indoors.

**Accountants**  
**Archeologists**  
**General Office Clerks**  
**Medical Records Technicians**  
**Receptionists**  
**Tellers**



Try to put the words listed at the right in alphabetical order. All of the words are things that the careers in this Conventional group work with.

FILE  
RECEIPT  
KEY  
MAIL  
PENCIL  
FIRE  
PHONE  
RADIO  
COMPUTER  
SCANNER  
LAW

If you make \$100, but give 10% to charity, how much are you left with?

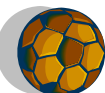
Choose from the items below to spend the rest of your earnings, but make sure you stay within your budget.



\$45



\$35



\$15



\$55



\$30

### Accountants

Accountants work with financial information, the numbers telling how a business or person is doing with money. They may write reports and maintain a record of profit and loss, or the amount of taxes owed.

## Archeologists

Archeologists study human life and culture from the distant past. They learn what they can about the past by digging up the artifacts left including bones, pottery and buildings. They describe and record artifacts and try to determine what they mean.

 A	 B	 C	 D	 F
 G	 H	 I & E	 J	 K
 L	 M	 N	 O	 P
 Q	 R	 S	 T	 U
 V	 W	 X	 Y	 Z

An Egyptian tomb has just been discovered. Archeologists discovered hieroglyphics (ancient writings) on the walls of the tomb. Can you write your name in hieroglyphics?

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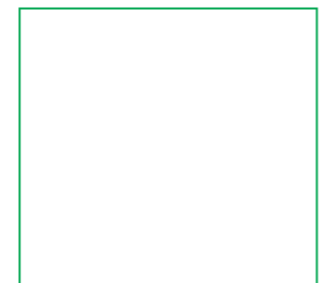
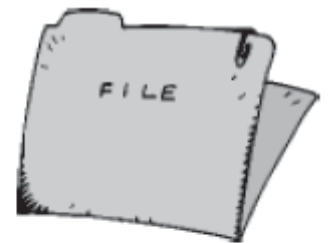
## How much schooling do they need?

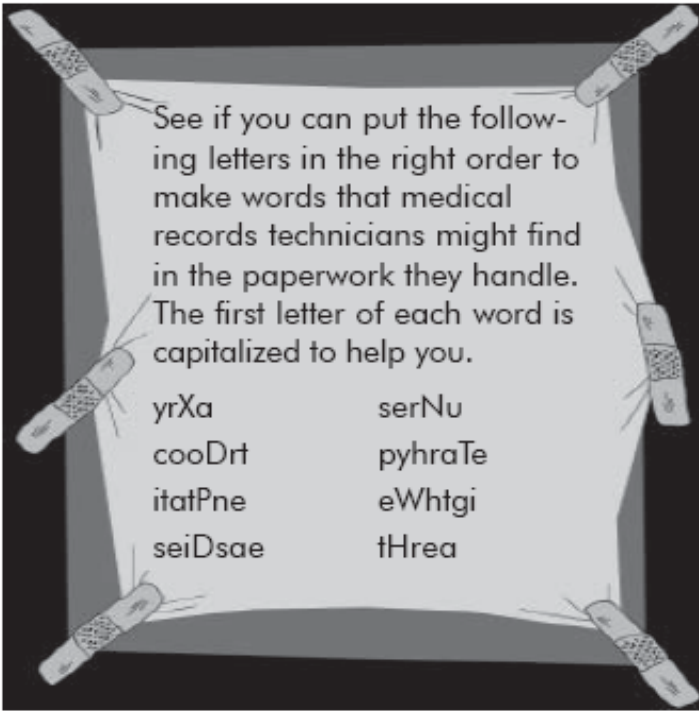
	Training on the job	Technical school	College degree	Advanced college
Accountants			✓	
Archeologists			✓	
General Office Clerks	✓			
Medical Records Technicians		✓		
Receptionists	✓			
Tellers	✓			

## General Office Clerks

General office clerks' tasks vary and in many cases may be different from day to day. They may do filing, typing or data entry. They may also be asked to make photo copies, send Faxes or use other office machines. Some general office clerks prepare mailings, proofread papers, answer telephones and deliver messages. They do whatever is needed to keep an office running smoothly.

Pictured below are just three of the things that general office clerks might use in handling paperwork. Use the space provided to draw something else they might use with papers.



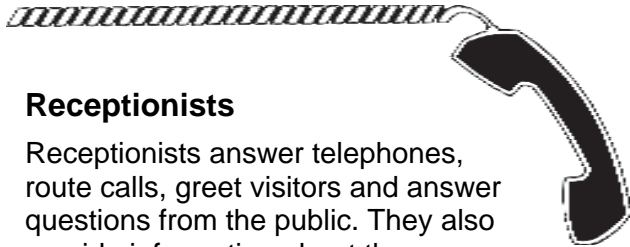


**Medical Records Technicians**

Medical records technicians keep all paperwork for medical patients complete, up-to-date and organized. These records include information the patient provides concerning his or her symptoms and medical history, results of examinations, test reports, doctors' findings and treatment plans. They use computers to keep these records and assign a code to each diagnosis and procedure. The records they keep are important for patient care, insurance and billing purposes and sometimes even for legal proceedings.

Put a check mark to the left of those characteristics below that you think would be especially important for a receptionist to have. Put a check mark in the box to the right for each characteristic you think you have.

- |                          |               |                          |
|--------------------------|---------------|--------------------------|
| <input type="checkbox"/> | Well mannered | <input type="checkbox"/> |
| <input type="checkbox"/> | Helpful       | <input type="checkbox"/> |
| <input type="checkbox"/> | Truthful      | <input type="checkbox"/> |
| <input type="checkbox"/> | Responsible   | <input type="checkbox"/> |



**Receptionists**

Receptionists answer telephones, route calls, greet visitors and answer questions from the public. They also provide information about the organization they work for. Some receptionists handle all the mail coming in and going out of the office. In addition, receptionists monitor visitors coming into the workplace. Their help with security has become more important in recent years.

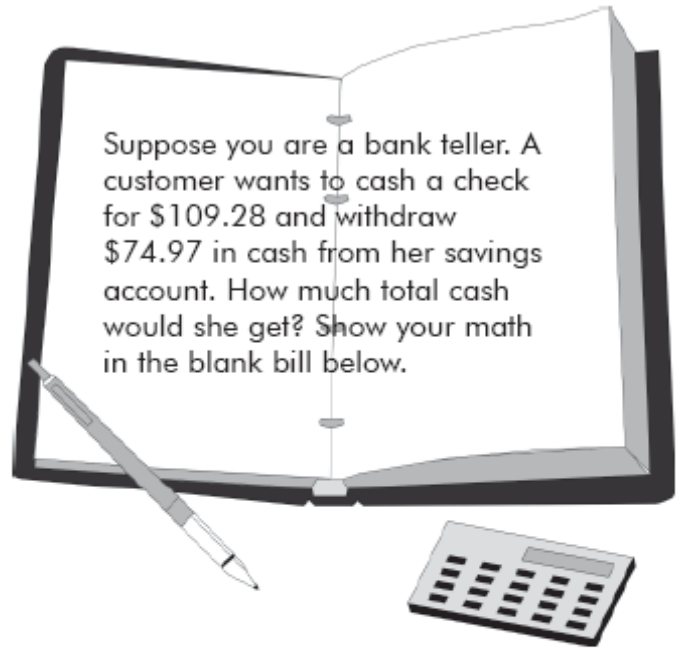
**How much do they pay?**

More than \$25.00						
\$20.00 - \$25.00						
\$15.00 - \$20.00						
\$10.00 - \$15.00						
Less than \$10.00						
Hourly Wage	Accountants	Archeologists	General Office Clerks	Medical Records Technicians	Receptionists	Tellers

## Tellers

Tellers are the main employees who work with the public in banks or similar financial workplaces. They cash checks, accept deposits and loan payments and help customers withdraw money from their accounts. They may also sell savings bonds, accept payment for customers' utility bills and charge cards, process necessary paperwork for certificates of deposit, and sell travelers' checks.

Suppose you are a bank teller. A customer wants to cash a check for \$109.28 and withdraw \$74.97 in cash from her savings account. How much total cash would she get? Show your math in the blank bill below.



See if you can figure out the pattern of numbered letters below to help you fill in the blanks and solve the puzzle. The completed phrase will tell you more about people in this group of careers.

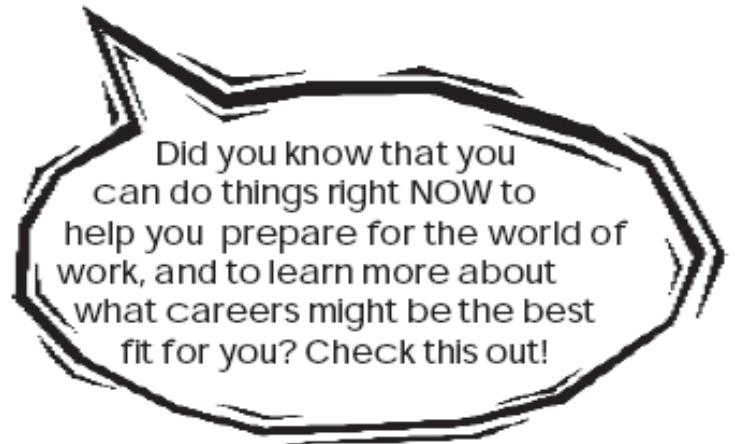
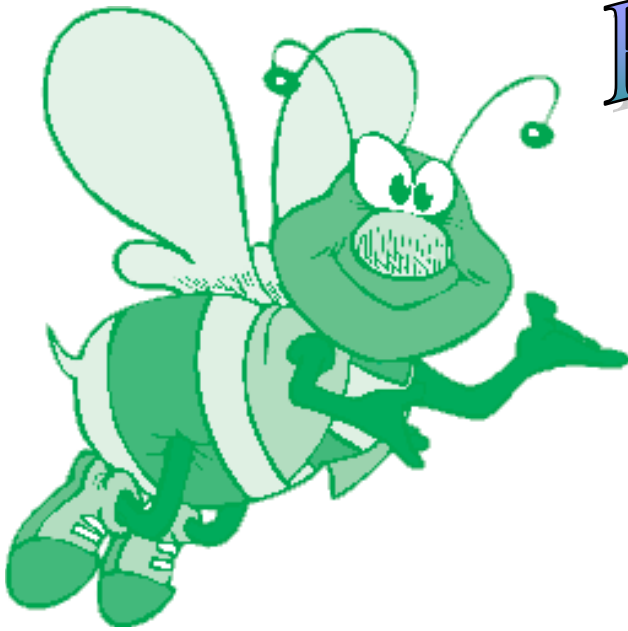
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
				22				18					13												1

\_\_\_\_\_ n \_\_\_\_\_ e n \_\_\_\_\_ i \_\_\_\_\_ n \_\_\_\_\_      \_\_\_\_\_ e \_\_\_\_\_ e      \_\_\_\_\_ i \_\_\_\_\_ e  
 24 12 13 5 22 13 7 18 12 13 26 15      11 22 12 11 15 22      15 18 16 22

\_\_\_\_\_      \_\_\_\_\_ n i \_\_\_\_\_ e      \_\_\_\_\_ i n \_\_\_\_\_      \_\_\_\_\_  
 7 12      12 9 20 26 13 18 1 22      7 19 18 13 20 8      26 13 23

\_\_\_\_\_      \_\_\_\_\_ e \_\_\_\_\_      \_\_\_\_\_ n \_\_\_\_\_  
 21 12 15 15 12 4      8 22 7      11 15 26 13 8

# Planning Ahead



Did you know that you can do things right NOW to help you prepare for the world of work, and to learn more about what careers might be the best fit for you? Check this out!

## Do your best in school

For now, being a student is your “job.” Do the best you can in school. Everything you’re learning now will help prepare you for the world of work.



Did you know that math, science, reading, English, social studies and other school subjects are needed in almost every career?

## Math

Careers like bank teller, loan officer and travel agent use basic math skills. How would a bank teller count money if he couldn’t add and subtract? How would a loan officer figure out how much money someone can afford to borrow if she couldn’t work with percents?



Careers like carpet installers and roofers need shop mathematics. How could carpet installers accurately measure and cut carpet for a room if they couldn’t figure dimensions?

Careers like surveying and mapping technicians need applied mathematics, and careers like electrical engineers and soil and plant scientists need advanced levels of math.

## Science

Careers like fitness trainers and medical assistants use practical applications of science in their daily work. Applied science is important for careers like forensic science technicians, emergency medical technicians, medical records technicians, and dieticians and nutritionists. Careers like soil and plant scientists, chiropractors and electrical engineers require advanced levels of science.

## Reading and English

Every career today requires good communication skills, including the ability to read and write English well.

Everyone from artists to electrical engineers must be able to read written instructions and rules, understand others when they talk, and communicate well with co-workers, supervisors and customers.



## Be the best person you can be.

Personal qualities, like those listed on the next page, are often as important on the job as what you know about doing the job. As a student, do you have the personal qualities? If not, work on improving them now.

**Be caring.** Treat others with kindness. Let people know you appreciate them. Show compassion. Do whatever you can to help people in need. If someone gets hurt on the playground, do you let them know you feel bad for them and offer to help? Be forgiving.

**Give an example of a time when you have been caring.**

**Be a good citizen.** Help make your school and community better. Do you help keep your school neat? Pick up litter in your neighborhood? Help protect the environment. Do you use water wisely? Respect authority and the law. Show respect to your teachers and other school staff. Learn about our government and how you can be involved in it.



**Name someone you think is a good citizen. What makes that person a good citizen?**

**Be fair.** Treat all people the same and kindly, no matter what they look like or how well they dress. Get the facts before making a decision. Don't accuse someone of doing something unless you have very good proof. Play by the rules. Take turns and share. How do you treat others when playing a game at recess?

**Think about a TV show you've seen where someone wasn't treated fairly. How should the person have been treated better?**

**Be respectful.** Treat others the way you want to be treated. Respect others' property and freedom. Don't borrow something from someone without asking. Remember that everyone has a right to his or her own opinion, even if it's different from yours. Use good manners. Do you remember to thank the school cooks when they serve you your food? Do you thank your parents for giving you a ride to school or paying for a meal? Deal peacefully with anger, insults and disagreements.

**Name someone who often does something nice for you whom you should thank.**

**Be trustworthy.** Tell the truth. If you watched cartoons instead of getting a chore done, do you tell your parents what happened? Have the courage to do the right thing. If your friends are doing something you know is wrong, like teasing an animal, do you tell them it's wrong – even though it's hard to stand up to them?



**Do your parents trust you? Think about how you would feel if you did something that made them stop trusting you.**

**Be responsible.** Know what your duties and chores are, and do them when you're expected to. Do you get homework done on time? Do you do chores at home when asked, without complaining? Do your best at all times and try to improve. Do you try your hardest in all your school subjects, even those that aren't your favorites? Do you offer to help at home?



Take charge of your own life. Do you remember to do things like brush your teeth or turn in notes from home when you're supposed to? Accept responsibility for the consequences of your actions. If you



accidentally break something, do you confess? If you make a poor decision like playing longer at the play-ground instead of going home to do your home-work, do you admit that it's your own fault your homework isn't done?

Think before you act, and think about the consequences.

***Think of something in your life that you could take responsibility for every day, without needing reminders anymore.***