***Career Spotlight Project***

**Instructions:**

The purpose of the project is to give you the opportunity to learn about different career clusters and the careers available in those sectors.

* You will be placed in a group of 3 to 4 students.
  + This placement will be based on your choice of a particular career cluster.
    - Depending on the interests of the class, you may be assigned a group that is not your first choice.
* In your group you will be compiling a list of ten (10) careers for the cluster assigned to your group.
  + The websites you will use are:
    - <https://www.careerprofiles.info/careers.html> (scroll to the bottom to access jobs in specific career sectors, this one would be the best to come up with 10 career options)
    - <https://www.onetonline.org/find/career?c=1> (dropdown arrow for the career clusters)
    - <https://www.mynextmove.org/> (type in a career or use the career cluster option)
    - <https://www.bls.gov/ooh/> (use the occupation groups or select an occupation)
  + Information you will need to gather is:
    - Career Title
    - Career Description
    - Career Salary
* Each group member will be selecting two (2) of the ten (10) careers, do further research.
  + You will use the above websites to help fill out the graphic organizer located in your Google Classroom.
    - You will fill out two (2) graphic organizers – one (1) for each career.
    - The total points for each graphic organizer is 36 points, with total points for both is 72 points.
      * A rubric is available in Google Classroom for you to review.
    - The information you will need to collect in the graphic organizer is the following:
      * Salary
      * Description of the job
      * Education Needed
      * Colleges or Training Programs
      * Skills needed or experience
      * Companies that hirer this position ([www.indeed.com](http://www.indeed.com/) for specific companies)
      * Average workday / hours a week, number of months
      * Stability of the job
      * Citations for each
      * Link for a video about the career
* From your graphic organizer you will be creating a career spotlight card for each career.
  + You will be using Canva.com and choose from the templates to begin creation of your two (2) cards.
    - The total points for each career spotlight card are 22 points, with total points for both is 44 points.
    - Total points for the whole project are 116.
      * A rubric is available in Google Classroom for you to review.
  + The career spotlight card must include:
    - Salary
    - Description of the job
    - Education Needed
    - Colleges or Training Programs
    - Skills needed or experience
    - Companies that hirer this position
    - Average workday / hours a week, number of months
    - Stability of the job
    - QR Code for video link (please see Creating QR Code instructions)
    - Use of a Canva template
    - Picture of someone in the career
* You will download these cards and submit them through Google Classroom.

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**Project Timeline:**

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| --- | --- |
| Day of Research | Goal |
| 1 | Find the ten (10) careers within your cluster as a group. |
| 2 | Research one of your individual careers and input information into graphic organizer. |
| 3 | Learn Canva and finish up research on first career. |
| 4 | Create your first career card. |
| 5 | Research the other individual career and input information into graphic organizer. |
| 6 | Finish research and begin creating career card. |
| 7 | Finish career card and submit graphic organizers and career cards to Google Classroom. |

**How to Download from Canva to submit:**

* Open your career spotlight card in Canva.
  + Click on the share button in the top right corner.
  + Scroll down & click on download.
  + Change the file type to PDF Print, click download.
  + On this assignment click on Add or Create,
    - Find the PDF you downloaded, click add.
    - Turn in the assignment.