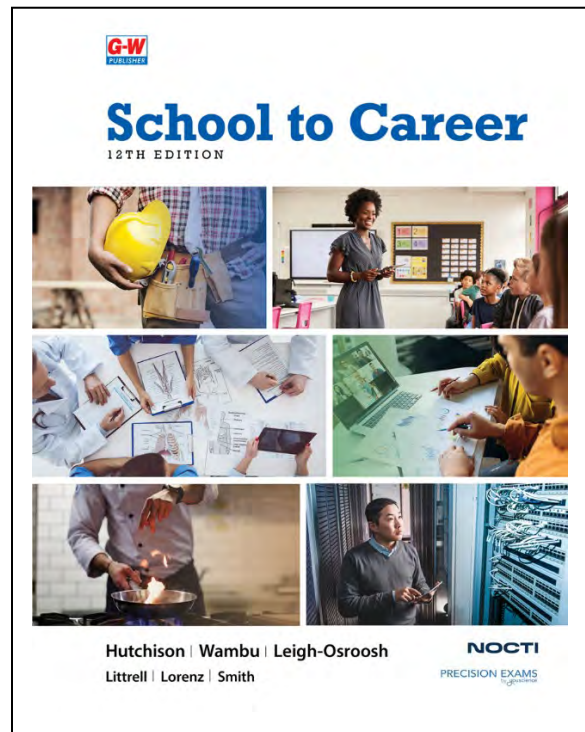


**Correlation of
School to Career, 12e
Hutchison, Wambu, Leigh-Osroosh, Littrell, Lorenz, Smith
(Goodheart-Willcox Publisher ©2023)
to
Precision Exams Preparing for College and Careers**

School to Career is a contemporary text that presents the skills for success that are vitally important in today’s workplace. Students will learn personal, decision-making, and employability skills that will help create a foundation for independence. They will also learn how to become valuable employees and responsible citizens.

By studying this text, students will learn personal, decision-making, and employability skills that will help create a foundation for independence. Students will learn how to become valuable employees and responsible citizens. Personal financial management information is also presented to help students become knowledgeable consumers and financially literate individuals.



Standards / Objectives / Indicators	G-W Content
Standard 1: Students will evaluate personal characteristics to develop and refine a personal profile	

Standards / Objectives / Indicators	G-W Content
<p>Objective 1. Assess personal, family and community standards, values and ethics.</p>	<p>Instruction: Pg. 6 Social Connection Pg. 46 LO 3.1-1 Personal Qualities Needed on the Job Pg. 59 LO 3.2-3 Professional Etiquette Pg. 72 What Are Your Values? Pg. 74 What Are Ethics? Pg. 526 LO 21.1-1 Understanding Family Roles Pg. 537 LO 21.2-1 Citizenship Responsibilities Pg. 333 LO 14.1-2 Life Roles and Values</p> <p>Application: Pg. 13 Check Your Understanding #2-5 Pg. 54 Check Your Understanding #1 Pg. 64 Apply Your Knowledge #8, 9, Teamwork, College and Career Readiness Activities Pg. 73 Figure 4-3 Pg. 76 Event Prep Pg. 79 Check Your Understanding #1, 4 Pg. 82 Career Case Pg. 87 Review Your Knowledge #3, Apply Your Knowledge #3, 4 Pg. 279 Review Your Knowledge #4-6 Pg. 280 Apply Your Knowledge #8 Pg. 281 College and Career Readiness Activities Pg. 339 Check Your Understanding #1-5 Pg. 351 Review Your Knowledge #1-3 Pg. 536 Check Your Understanding #1 Pg. 547 Apply Your Knowledge #4</p>
<p>Objective 2. Analyze personal aptitudes, traits, interests, attitudes, and skills.</p>	<p>Instruction: Pg. 46 LO 3.1-1 Personal Qualities Needed on the Job Pg. 70 LO 4.1-1 Personal Characteristics Pg. 81 LO 4.2-2 Making a Self-Assessment Pg. 103 LO 5.2-3 Developing a Career Plan</p> <p>Application: Pg. 87 Review Your Knowledge #2, 10 Pg. 107 Apply Your Knowledge #7</p>

Standards / Objectives / Indicators	G-W Content
<p>Objective 3. Determine personal priorities and goals for life and career.</p>	<p>Instruction: Pg. 77 LO 4.1-3 Goals Pgs. 92-96 Section 5.1 Career Decisions Pg. 97-105 Section 5.2 Your Career Plan Pg. 333 LO 14.1-2 Life Roles and Values Pg. 538 LO 21.1-2 Balancing Family and Work Roles</p> <p>Application: Pg. 41 Review Your Knowledge #3-5, 9 Pg. 87 Review Your Knowledge #2, 6, 9, 10 Pg. 88 Apply Your Knowledge #6, 9 Pg. 89 College and Career Readiness Portfolio Pg. 96 Check Your Understanding #1, 5 Pg. 105 Check Your Understanding #1-5 Pg. 339 Check Your Understanding #2 Pg. 351 Review Your Knowledge #2 Pg. 548 Apply Your Knowledge #10</p>
<p>Objective 4. Determine learning style preferences and their application to lifelong learning.</p>	<p>Instruction: Pg. 36 LO 2.3-1 Study and Learn Pg. 71 Learning Styles</p> <p>Application: Pg. 39 Check Your Understanding #2-5 Pg. 41 Review Your Knowledge #1, 3 Pg. 72 Figure 4-2</p>
<p>Standard 2: Students will investigate one or more career clusters, college, and career pathways, based on individual interests, to define career goals further</p>	
<p>Objective 1. Determine roles, functions, education, and training requirements of various career options within one or more career clusters and pathways.</p>	<p>Instruction: Pg. 11 Education Requirements for Careers Pg. 103 LO 5.2-3 Developing a Career Plan Pgs. 112-119 Section 6.1 Research Careers and Find Job Leads Pgs. 120-131 Section 6.2 Prepare for Career Success</p> <p>Application: Pg. 12 Figure 1-3 Pg. 13 Check Your Understanding #2, 4 Pg. 21 College and Career Readiness Portfolio Pg. 108 Apply Your Knowledge #8-10 Pg. 119 Check Your Understanding #1-5 Pg. 131 Check Your Understanding #1-4 Pg. 133 Review Your Knowledge #1-9</p>

Standards / Objectives / Indicators	G-W Content
<p>Objective 2. Analyze career trends, options, and opportunities for employment and entrepreneurial endeavors for selected career clusters and pathways.</p>	<p>Instruction: Pg. 8 Future Occupational Trends Pg. 9 Career Clusters Pg. 112-119 Section 6.1 Research Careers and Find Job Leads Pgs. 376-380 Section 16.1 Entrepreneurship</p> <p>Application: Pg. 13 Check Your Understanding #3, 4 Pg. 19 Review Your Knowledge #4, 5 Pg. 119 Check Your Understanding #1-3 Pg. 380 Check Your Understanding #1, 2</p>
<p>Objective 3. Evaluate selected careers and pathways for education requirements, working conditions, benefits, and opportunities for growth and change.</p>	<p>Instruction: Pg. 11 Education Requirements for Careers Pg. 97 LO 5.2-2 Evaluating Careers Pg. 154 LO 7.3-1 Before the Interview Pg. 159 LO 7.3-3 After the Interview Pg. 181 LO 8.2-1 Changes in Job Status</p> <p>Application: Pg. 12 Figure 1-3 Pg. 13 Check Your Understanding #2-4 Pg. 21 College and Career Readiness Portfolio Pg. 108 Apply Your Knowledge #9 Pg. 165 Review Your Knowledge #7-9 Pg. 185 Check Your Understanding #1-3</p>
<p>Objective 4. Use appropriate technology and resources to research and organize information about careers.</p>	<p>Instruction: Pg. 14 Technical Skills Pgs. 112-119 Section 6.1 Research Careers and Find Job Leads Pgs. 138-145 Section 7.1 Preparing to Apply for a Job Pg. 381 Conducting Research</p> <p>Application: Pg. 15 Figure 1-4 Pg. 19 Review Your Knowledge #8 Pg. 119 Check Your Understanding #1-5 Pg. 145 Check Your Understanding #4, 5 Pg. 381 Figure 16-3h</p>
<p>Standard 3: Students will analyze college and other postsecondary options to know what educational opportunities are available after high school</p>	

Standards / Objectives / Indicators	G-W Content
<p>Objective 1. Demonstrate understanding of postsecondary education options including technical certificate programs, apprenticeship, military and two- and four-year college programs.</p>	<p>Instruction: Pgs. 120-131 Section 6.2 Prepare for Career Success</p> <p>Application: Pg. 131 Check Your Understanding #1-4 Pg. 133 Review Your Knowledge #7, 8</p>
<p>Objective 2. Examine public and private colleges and other postsecondary education options.</p>	<p>Instruction: Pg. 124 College Education</p> <p>Application: Pg. 134 Apply Your Knowledge #7-10</p>
<p>Objective 3. Demonstrate knowledge of the statewide resources available to explore college and postsecondary options.</p>	<p>Instruction: Pgs. 24-28 Understanding Work-Based Learning Pg. 115 Governmental Employment Sources Pg. 127 LO 6.2-2 College Access</p> <p>Application: Pg. 28 Check Your Understanding #1, 2, 4, 5 Pg. 41 Review Your Knowledge #1, 3, Apply Your Knowledge #2, 4, 7-9 Pg. 131 Check Your Understanding #1-4 Pg. 134 Apply Your Knowledge #7-10</p>
<p>Objective 4. Demonstrate knowledge of the cost of postsecondary education options and various financial aid options.</p>	<p>Instruction: Pg. 129 LO6.2-3 Funding Your Education</p> <p>Application: Pg. 129 Figure 6-6 Pg. 131 Check Your Understanding #5 Pg. 134 Apply Your Knowledge #10, Teamwork</p>
<p>Standard 4: Students will apply higher order thinking and problem-solving processes to make decisions about education, life, and career.</p>	
<p>Objective 1. Demonstrate skills for questioning and posing problems, thinking independently, and communicating decisions with clarity and precision.</p>	<p>Instruction: Pg. 59 Communication Etiquette Pg. 204 LO 9.1-2 The Communication Process Pg. 286 LO12.1-1 The Need for Teams Pg. 297-303 Steps in Problem Solving</p> <p>Application: pg. 296 Check Your Understanding #2-5 pg. 307 Apply Your Knowledge #1, 3-6</p>

Standards / Objectives / Indicators	G-W Content
<p>Objective 2. Analyze choices, options, and consequences of life and career decisions.</p>	<p>Instruction: Pgs. 92-96 Section 5.1 Career Decisions Pgs. 97-105 Section 5.2 Your Career Plan Pg. 112 LO 6.1-1 Career and Job Sources Pg. 526 Section 21.1 Family</p> <p>Application: Pg. 96 Check Your Understanding #1, 5 Pg. 105 Check Your Understanding #1, 3, 5</p>
<p>Objective 3. Apply a decision-making process to identify short- and long-term life and career goals.</p>	<p>Instruction: Pg. 77 LO 4.1-3 Goals Pg. 94 LO 5.1-3 Applying the Decision-Making Process</p> <p>Application: Pg. 87 Review Your Knowledge #6, 9 Pg. 88 Apply Your Knowledge #6, 9 Pg. 89 College and Career Readiness Portfolio Pg. 94 Figure 5-1 Pg. 96 Check Your Understanding #1-5 Pg. 100 Career Case Pg. 107 Review Your Knowledge #1--4, Apply Your Knowledge #2-4 Pg. 108 College and Career Readiness Activities</p>
<p>Standard 5: Students will create flexible plans of action for achieving personal goals through secondary education, college, career, and life.</p>	
<p>Objective 1. Apply decision-making processes to making a plan for postsecondary education and career.</p>	<p>Instruction: Pg. 94 LO 5.1-3 Applying the Decision-Making Process Pg. 120 LO 6.2-1 Education and Training</p> <p>Application: Pg. 94 Figure 5-1 Pg. 96 Check Your Understanding #1-5 Pg. 100 Career Case Pg. 107 Review Your Knowledge #1-4, Apply Your Knowledge #2-4 Pg. 108 College and Career Readiness Activities Pg. 134 Apply Your Knowledge #7-9</p>

Standards / Objectives / Indicators	G-W Content
<p>Objective 2. Design a flexible career plan that incorporates lifelong learning and career advancement options.</p>	<p>Instruction: Pg. 11 Education Requirements for Careers Pg. 36 LO 2.3-1 Study and Learn Pg. 103 LO 5.2-3 Developing a Career Plan Pg. 127 Continuing Education Pg. 178 Training Opportunities Pgs. 181-185 Section 8.2 Changing Jobs Pg. 261 LO 11.1-4 The Future of Technology in the Workplace</p> <p>Application: Pg. 12 Figure 1-3 Pg. 13 Check Your Understanding #2 Pg. 21 College and Career Readiness Portfolio Pg. 41 Review Your Knowledge #1-3 Pg. 133 Review Your Knowledge #1-3, 5 Pg. 185 Check Your Understanding #1</p>
<p>Objective 3. Evaluate high school graduation plan, post-secondary plan and career plans in light of decisions about college and career pathways and options.</p>	<p>Instruction: Pg. 9 Career Clusters Pgs. 120-131 Section 6.2 Prepare for Career Success</p> <p>Application: Pg. 13 Check Your Understanding Pg. 19 Review Your Knowledge Pg. 131 Check Your Understanding Pg. 133 Review Your Knowledge</p>
<p>Standard 6: Students will demonstrate personal skills needed for success in personal, family, community, and career aspects of life</p>	
<p>Objective 1: Flexibility and Adaptability</p>	
<p>1. Integrate roles, responsibilities, and relationships in a climate of ambiguity and changing priorities.</p>	<p>Instruction: Pg. 52 LO 3.1-2 Being Part of a Team Pg. 173 LO 8.1-2 Relating to Others at Work Pgs. 202-209 Section 9.1 Communication Pg. 340 LO 14.2-2 Advancing a More Equitable Workplace Pg. 368 LO 15.2-3 Business Management Pg. 526 LO 21.1-1 Understanding Family Roles Pg. 537 LO 21.2-1 Citizenship Responsibilities</p> <p>Application: Pg. 63 Review Your Knowledge, Apply #2-4, 6 Your Knowledge #2-4 Pg. 209 Check Your Understanding #1-5 Pg. 547 Apply Your Knowledge #4, 7</p>

Standards / Objectives / Indicators	G-W Content
<p>2. Evaluate strategies for incorporating feedback and change in a variety of contexts.</p>	<p>Instruction: Pg. 52 LO 3.1-2 Being Part of a Team Pg. 174 Accepting Constructive Criticism Pg. 204 The Communication Process</p> <p>Application: Pg. 63 Review Your Knowledge, Apply #2-4, 6 Your Knowledge #2-4 Pg. 180 Check Your Understanding #2 Pg. 198 Apply Your Knowledge #7</p>
<p>Objective 2: Initiative and Self-Direction</p>	
<p>1. Prioritize tactical (short-term) and strategic (long-term) goals.</p>	<p>Instruction: Pg. 77 LO 4.1-3 Goals</p> <p>Application: Pg. 87 Review Your Knowledge #6, 9 Pg. 88 Apply Your Knowledge #6, 9 Pg. 89 College and Career Readiness Portfolio</p>
<p>2. Work independently and complete tasks without supervision.</p>	<p>Instruction: Pg. 49 Performance Pg. 175 LO 8.1-3 Developing Productive Work Habits</p> <p>Application: pg. 175 Figure 8-1 pg. 180 Check Your Understanding #3</p>

Standards / Objectives / Indicators	G-W Content
<p>3. Demonstrate initiative to assess past experiences, plan future progress, and expand lifelong learning opportunities to advance skill levels towards a professional level.</p>	<p>Instruction: Pg. 11 Education Requirements for Careers Pg. 36 LO 2.3-1 Study and Learn Pg. 80-85 Section 4.2 Assessing Yourself Pg. 127 Continuing Education Pg. 178-179 Training Opportunities Pg. 261 LO 11.104 The Future of Technology in the Workplace Pg. 508-509 Intellectual Wellness</p> <p>Application: Pg. 12 Figure 1-3 Pg. 13 Check Your Understanding #2 Pg. 21 College and Career Readiness Portfolio Pg. 41: Review Your Knowledge #2-4, 0 Pg. 85 Check Your Understanding #1, 2, 5 Pg. 133 Review Your Knowledge #8 Pg. 197 Review Your Knowledge #4 Pg. 262 Check Your Understanding #5 Pg. 279 Review Your Knowledge #3 Pg. 280 Apply Your Knowledge #3, 6-8 Pg. 511 Check Your Understanding #1, 2, 4</p>
<p>Objective 3. Social and Cross-Cultural Skills</p>	
<p>1. Interact effectively with others in a respectable, professional manner.</p>	<p>Instruction: Pg. 6 Social Connection Pg. 59 Professional Etiquette Pg. 52 LO 3.1-2 Being Part of a Team Pg. 174 Respecting Diversity Pg. 287 LO 12.1-2 Teams in the Workplace Pg. 312 LO 13.1-1 Group Dynamics Pg. 313 LO 13.1-2 Types of Meetings Pg. 332 LO 14.1-1 Diversity and Cultural Identity Pg. 335 Navigating Misunderstandings Pg. 337 Engaging in Difficult Discussions</p> <p>Application: Pg. 13 Check Your Understanding #1 Pg. 54 Check Your Understanding #1, 2, 4 Pg. 63 Review Your Knowledge #6, Apply Your Knowledge #6 Pg. 296 Check Your Understanding #2-4 Pg. 317 Check Your Understanding #1-4</p>

Standards / Objectives / Indicators	G-W Content
<p>2. Respect cultural differences and work effectively with people from a range of social and cultural backgrounds.</p>	<p>Instruction: Pg. 49 Cultural Competence Pg. 174 Respecting Diversity Pg. 332 LO 14.1-1 Diversity and Cultural Identity</p> <p>Application: Pg. 63 Review Your Knowledge #5 Pg. 339 Check Your Understanding #1, 3-5 Pg. 351 Review Your Knowledge #1-6, Apply Your Knowledge #1, 3, 6</p>
<p>3. Respond open-mindedly to different ideas and values.</p>	<p>Instruction: Pg. 286 LO12.1-1 The Need for Teams Pg. 337 Engaging in Difficult Discussions Pg. 383 Having the Right Characteristics</p> <p>Application: pg. 296 Check Your Understanding #2-5 pg. 307 Apply Your Knowledge #1, 3, 4, 6, 10</p>
<p>4. Leverage social and cultural differences to create new ideas and increase both innovation and quality of work.</p>	<p>Instruction: Pg. 49 Cultural Competence Pg. 174 Respecting Diversity, Accepting Constructive Criticism Pg. 332 LO 14.1-1 Diversity and Cultural Identity Pg. 334 LO 14.1-3 Cross-Cultural Communication</p> <p>Application: Pg. 63 Review Your Knowledge #5 Pg. 180 Check Your Understanding #2, 3 Pg. 198 Apply Your Knowledge #7 Pg. 339 Check Your Understanding #1, 3-5 Pg. 351 Review Your Knowledge #1-6, Apply Your Knowledge #1, 3, 6</p>
<p>Objective 4. Demonstrate additional attributes associated with producing high quality products including the abilities to:</p>	<p>Introductions: Pg. 14 Skills for the 21st Century Career</p> <p>Application: Pg. 15 Figure 1-4 Pg. 17 Check Your Understanding #2-5 Pg. 19 Review Your Knowledge #7-10</p>

Standards / Objectives / Indicators	G-W Content
<p>1. Work positively and ethically.</p>	<p>Instruction: Pg. 46 Positive Attitude Pg. 71 Attitudes Pg. 74 What Are Ethics? Pg. 528 LO 21.1-2 Balancing Family and Work Roles</p> <p>Application: Pg. 62 Review Your Knowledge #1, Apply Your Knowledge #3 Pg. 76 Event Prep Pg. 82 Career Case Pg. 87 Apply Your Knowledge #4 Pg. 547 Apply Your Knowledge #2, 7</p>
<p>2. Manage time and projects effectively.</p>	<p>Instruction: Pg. 37 Develop Organization Skills Pg. 50 Organization Pg. 529 Managing Your Time</p> <p>Application: Pg. 41 Review Your Knowledge #8</p>
<p>3. Participate actively, as well as be reliable and punctual.</p>	<p>Instruction: Pg. 37 Develop Participation Skills Pg. 47 Dependability Pg. 48 Punctuality Pg. 49 Performance Pg. 313 Formal and Informal Meetings</p> <p>Application: Pg. 39 Check Your Understanding #1 Pg. 48 Career Case Pg. 63 Review Your Knowledge #2, 4, Apply Your Knowledge #2, 3, 5</p>
<p>4. Present oneself professionally and with proper etiquette.</p>	<p>Instruction: Pg. 46 LO 3.1-1 Personal Qualities Needed on the Job Pg. 55 LO 3.2-1 Personal Appearance Pg. 59 LO 3.2-3 Professional Etiquette Pgs. 286-296 Section 12.1 Teamwork</p> <p>Application: Pg. 64 Apply Your Knowledge #8, 9, Teamwork, College and Career Readiness Activities Pg. 296 Check Your Understanding #3 Pg. 307 Review Your Knowledge #1, 3</p>

Standards / Objectives / Indicators	G-W Content
<p>5. Collaborate and cooperate effectively in teams.</p>	<p>Instruction: Pg. 51 Cooperation Pg. 52 LO 3.1-2 Being Part of a Team Pg. 286-296 Section 12.1 Teamwork Pg. 301 Soft Skills: Collaboration Pg. 312-317 Section 13.1 Groups and Group Meetings</p> <p>Application: Pg. 63 Review Your Knowledge #6, Apply Your Knowledge #6 Pg. 296 Check Your Understanding #2-5 Pg. 307 Review Your Knowledge #1-5, 7 Pg. 317 Check Your Understanding #1-4</p>
<p>6. Be accountable for results.</p>	<p>Instruction: Pg. 49 Performance Pg. 175 LO 8.1-3 Developing Productive Work Habits</p> <p>Application: Pg. 48 Career Case Pg. 175 Figure 8-1 Pg. 180 Check Your Understanding #3</p>
<p>Objective 5. Leadership and Responsibility</p>	
<p>1. Use interpersonal and problem-solving skills to influence and guide others toward a goal.</p>	<p>Instruction: Pg. 15 Interpersonal Skills Pg. 286 LO12.1-1 The Need for Teams Pg. 297 Steps in Problem Solving Pg. 318 LO 13.2-1 Leadership Pg. 319 Skills and Qualities of a Good Leader</p> <p>Application: Pg. 15 Figure 1-4 Pg. 17 Check Your Understanding #3 pg. 296 Check Your Understanding #2 pg. 307 Apply Your Knowledge #5, 7, 8 Pg. 319 Figure 13-2 Pg. 320 Career Case Pg. 325 Check Your Understanding #1-4 Pg. 327 Review Your Knowledge #7, 8, Apply Your Knowledge #5-7</p>

Standards / Objectives / Indicators	G-W Content
<p>2. Inspire others to reach their very best via example and selflessness.</p>	<p>Instruction: Pg. 318 LO 13.2-1 Leadership Pg. 319 Skills and Qualities of a Good Leader</p> <p>Application: Pg. 319 Figure 13-2 Pg. 320 Career Case Pg. 325 Check Your Understanding #1-4 Pg. 327 Review Your Knowledge #7, 8, Apply Your Knowledge #5-7</p>
<p>3. Demonstrate integrity and ethical behavior in using influence and power.</p>	<p>Instruction: Pg. 74 What Are Ethics? Pg. 318 LO 13.2-1 Leadership Pg. 319 Skills and Qualities of a Good Leader</p> <p>Application: Pg. 319 Figure 13-2 Pg. 320 Career Case Pg. 325 Check Your Understanding #1-4 Pg. 327 Review Your Knowledge #7, 8, Apply Your Knowledge #5-7</p>
<p>4. Receive and give constructive criticism.</p>	<p>Instruction: Pg. 174 Accepting Constructive Criticism Pg. 319 Skills and Qualities of a Good Leader</p> <p>Application: Pg. 180 Check Your Understanding #2 Pg. 198 Apply Your Knowledge #7</p>
<p>5. Act responsibly with the interests of the larger community in mind.</p>	<p>Instruction: Pg. 53 Working with Team Members Pg. 318 LO 13.2-1 Leadership Pg. 319 Skills and Qualities of a Good Leader Pg. 537 LO 21.2-1 Citizenship Responsibilities</p> <p>Application: Pg. 54 Check Your Understanding #4 Pg.63 Review Your Knowledge #6, Apply Your Knowledge #6 Pg. 319 Figure 13-2 Pg. 320 Career Case Pg. 325 Check Your Understanding #1-4 Pg. 327 Review Your Knowledge #7, 8, Apply Your Knowledge #5-7 Pg. 547 Apply Your Knowledge #4</p>
<p>Standard 7: Students will demonstrate knowledge and skills needed to navigate life and work environments in the global economy.</p>	

Standards / Objectives / Indicators	G-W Content
<p>Objective 1. Demonstrate knowledge, skills, and attitudes needed for seeking employment.</p>	<p>Introductions: Pg. 14 Skills for the 21st Century Career Pg. 16 Transferable Skills Pg. 46 LO 3.1-1 Personal Qualities Needed on the Job Pg. 97 LO 5.2-2 Evaluating Careers Pgs. 112-119 Research Careers and Find Job Leads</p> <p>Application: Pg. 17 Check Your Understanding #1-5 Pg. 19 Review Your Knowledge #7-10 Pg. 54 Check Your Understanding #1, 2, 4 Pg. 64 Teamwork, College and Career Readiness Activities Pg. 108 Apply Your Knowledge #9 Pg. 119 Check Your Understanding #1-5</p>
<p>Objective 2. Demonstrate knowledge and skills needed for effective communication in school, life, and career settings.</p>	<p>Instruction: Pg. 15 Interpersonal Skills Pg. 202 Section 9.1 Communication Pg. 210 Section 9.2 Communication Skills Pg. 216 Section 9.3 Effective Ways to Communicate</p> <p>Application: Pg. 15 Figure 1-4 Pg. 17 Check Your Understanding #1-5 Pg. 209 Check Your Understanding #1-5 Pg. 215 Check Your Understanding #1, 4, 5 Pg. 225 Check Your Understanding #1, 4, 5 Pg. 227-228 Review Your Knowledge #1, 3, 6, 10, Apply Your Knowledge #1, 3, 4,</p>

Standards / Objectives / Indicators	G-W Content
<p>Objective 3. Demonstrate understanding of employer and employee expectations.</p>	<p>Introductions: Pg. 14 Skills for the 21st Century Career Pg. 16 Transferable Skills Pgs. 46-54 Being an Effective Employee Pg. 52 LO 3.1-2 Being Part of a Team Pg. 97 LO 5.2-2 Evaluating Careers Pg. 172 LO 8.1-1 Starting Your First Day Pg. 173 LO 8.1-2 Relating to Others at Work Pg. 175 Developing Productive Work Habits Pg. 176 LO 8.1-5 Evaluating Job Performance</p> <p>Application: Pg. 17 Check Your Understanding #1-5 Pg. 19 Review Your Knowledge #7-10 Pg. 54 Check Your Understanding #1, 3-5 Pg. 63 Review Your Knowledge #6, 10, Apply Your Knowledge #1, 6 Pg. 108 Apply Your Knowledge #8, 9 Pg. 180 Check Your Understanding #2-5</p>
<p>Objective 4. Demonstrate standards of legal and ethical behavior in human, cultural, and societal issues related to technology and digital citizenship.</p>	<p>Instruction: Pg. 173 LO 8.1-2 Relating to Others at Work Pg. 263 LO 11.2-2 Digital Citizenship Pg. 340 LO 14.2-1 The Right to Equal Treatment, LO 14.2-2 Advancing a More Equitable Workplace</p> <p>Application: Pg. 279 Review Your Knowledge #3, 4 Pg. 280 Apply Your Knowledge #2, 3 Pg. 281 College and Career Readiness Activities</p>
<p>Objective 5. Demonstrate standards of personal appearance, attire, grooming, and etiquette appropriate for specific school, life and career settings.</p>	<p>Instruction: Pg. 55 LO 3.2-1 Personal Appearance Pg. 56 LO 3.2-2 Dressing for the Job Pg. 59 LO 3.2-3 Professional Etiquette Pg. 155 Polish Your Appearance Pgs. 512-519 Section 20.2 Physical Health and Wellness</p> <p>Application: Pg. 64 Apply Your Knowledge #8 Pg. 166 Apply Your Knowledge #8 Pg. 519 Check Your Understanding #1-5</p>