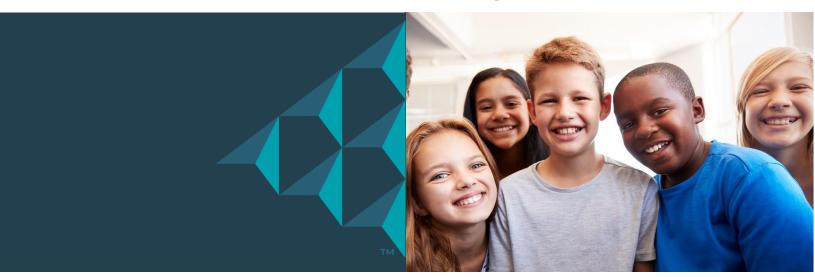
#### A Correlation:

# Oklahoma Academic Standards and Junior Achievement Middle School Programs



Updated April 2022
Oklahoma Academic Standards for Social Studies
Oklahoma Personal Finance Standards
Employability Skills Rubric

Junior Achievement USA® One Education Way Colorado Springs, CO 80906 www.ja.org

#### Overview

Junior Achievement programs offer a multidisciplinary approach that connects learning across social studies disciplines, such as economics, geography, history, government, and civics, while incorporating mathematical concepts and reasoning and language arts skills. This list is not meant to be exhaustive or intended to suggest that a JA program will completely address any given standard but is designed to show how it can enhance or complement efforts to do so. The flexibility of the programs and supplementary materials allow specific content or skills to be addressed in depth by the teacher and/or business volunteer as needed.

In this document, Junior Achievement programs are correlated to the Oklahoma Social Studies and Personal Finance Standards and the Oklahoma Employability Skills rubric as well as the Common Core State Standards in English/ Language Arts and Mathematics. Alternate delivery methods, such as student self-guided, cover the same learning objectives for social studies standards and the JA Pathway Competencies. However, the varied implementation models may cause slight variation in English Language Arts and Mathematics correlations.

#### **JA Middle Grades Programs**

<u>JA Company Program® Pop Up</u> teaches students how to plan, launch, and operate their own business venture within a structured, guided experience. Throughout the start-up process, students collaborate, make crucial business decisions, practice communication skills, and develop entrepreneurial knowledge and skills. (Grades 6-12)

<u>JA Economics for Success</u>\* provides practical information about personal finance and the importance of identifying education and career goals based on a student's skills, interests, and values.

<u>JA Economics for Success® Blended Model</u> introduces middle school students to initial work and career readiness and personal finance concepts through flexible facilitation materials and engaging interactive activities, games, and role plays that support learning objectives.

<u>JA Global Marketplace</u>\* Blended Model introduces students to the global marketplace and the ways in which countries buy and sell from each other. Through completion of this program, students will gain an understanding of the role of producers and consumers in the interconnected global market.

<u>JA It's My Business</u>\* Blended Model provides middle school students an opportunity to experience the initial steps necessary to start a business. New program content provides an authentic entrepreneurial experience for students, with each session building up to a product-pitch competition

<u>JA It's My Future</u><sup>®</sup> Blended Model offers middle school students' practical information to help prepare them for the working world. Students develop the personal-branding and job-hunting skills needed to earn a job.

JA Inspire™ is more than a career fair, it brings together the business community and local schools and is designed to help launch middle school students into their futures: high school, college, and careers beyond. (Grades 6-8)

JA Career Exploration Fair™ is an event where students learn about a range of career options across multiple career clusters. (Grades K-12

JA Career Speakers Series™ In JA Career Speakers Series, a volunteer guest speaker visits the classroom and shares information about his or her career, work, and education experience. (Grades K-12)

JA Excellence through Ethics™ Through JA Excellence through Ethics, students will learn the importance of ethics and ethical decision-making and how ethical and unethical choices affect everyone in a community. (Grades 6-12)

JA It's My Job™ (Soft Skills) will help students understand the value of professional communication and soft skills, making them more employable to future employers across multiple career clusters. (Grades 6-12)



Session Descriptions	Academic Standards	Common Core ELA
Session One: Pop-Up Warm-Up  This meeting introduces the Pop-Up program experience and reviews the milestones related to the project. The entrepreneurial mindset and characteristics are explored to guide students in envisioning the pop-up experience through the eyes of an entrepreneur. Finally, students review the primary business goal for the pop-up project and discuss how to set business success goals and personal growth goals.  Students will:  Explain what a pop-up business is and its intended purpose.  Document goals for the pop-up business in S.M.A.R.T. goal-writing format that reflect business planning elements.  Recognize the entrepreneurial characteristics that an entrepreneur must possess to achieve a successful business venture.		RI.6 3,4,7 RI.7 3,4 RI.8 3,4 W.6.4 W.7.2.4 W.8.4 SL 6.1,2 SL.7 1,2 SL. 8.1,2 L. 6 1,2,3,4,6 L.7. 1-6 L.8 1-6
Session Two: Doing the Research  This meeting focuses on the main goal for the pop-up business: making a profit. Students will examine the factors of the profit equation and learn about what they need to consider when determining a pricing strategy for achieving their goal. They also will define their target audience and explore the importance of market research for ensuring that their product meets customers' needs. They will prepare market research surveys and conduct independent market research that they will analyze in Meeting Three.  Students will:  Identify the elements of the profit equation and understand how to calculate profit.  Explain what a target audience is.  Recognize the importance of the customers' wants and needs related to the business's goals.  Identify appropriate market research techniques to use when collecting information.		RI.6 1,2,4,7 RI.7 1,4 RI.8 1,2,4 W.6 4,7,9 W.7 2,7,9 W.8 4,7,9 SL.6 1,2,4 SL.7 1,2,4 SL.8 1,2,4 L.6 1-6 L.7 1-6 L.8 1-6



Session Descriptions	Academic Standards	Common Core ELA
Session Three: Defining the Pop-Up Structure  During this meeting, students review the market research data they have compiled and look for patterns to inform their decision making as they plan their pop-up business. Then, students explore the different roles and responsibilities of the pop-up company and evaluate their own personal skills and interests to determine what role they will assume during their pop-up experience.  Students will:  Analyze market research data to make planning decisions about the pop-up business to maximize sales.  Describe the different roles and responsibilities necessary to organize and run a pop-up business.  Reflect on personal strengths and weaknesses to determine a personal role on the pop-up team.  Draft a timeline of tasks and associated due dates needed to meet the company's goals.		RI.6. 2,4,7 RI.7 2,4 RI.8 2,4 W.6-8 4,7,9 SL.6-8 1,2,4 L.6-8 1-6
Session Four: The Ps of Pop-Up  This meeting introduces students to the Four Ps of marketing (Product, Price, Place, and Promotion), which act as the framework for their pop-up business planning tasks. Students explore which factors to consider when making the important decision of where to locate the pop-up business, and they learn about merchandising, product display, and store layout as important elements of marketing strategy to maximize sales.  Students will:  Explain the importance of the four 4 Ps of the marketing mix related to a pop-up business.  Identify the location for the pop-up business to include dates and hours of operation for the Place "P" detail of the marketing mix.  Design an optimal layout for a pop-up business that will maximize sales.		RI.6 2,3,4,7 RI.7-8 2,3,4 W.6 4 W.7 4 W.8 4 SL6-8. 1,2,4 L.6-8 1-6



Session Descriptions	Academic Standards	Common Core ELA
Session Five: Creating the Buzz  This meeting focuses on selecting a price for the product or service, as well as promotional strategies for attracting attention to the pop-up store. Students will determine their expenses and the revenue necessary to break even so that they can set a price for their product that will achieve their profit goal. Additionally, they will determine how to promote their business and will work on tasks for advertising.  Students will:  Formulate the appropriate price for their product to achieve the pop-up store's monetary goal.  Design promotional strategies and materials to attract interest in the pop-up business.		RI.6 1,2,3,4,7 RI.7 1,2,3,4 RI 8 1,2,3,4 W.6-8 4,7,9 SL.6-8 1,2,4 L. 6-8 1-6
Session Six: Open for Business!  In this meeting, students explore essential customer service and sales skills to use while their pop-up store is operating. Additionally, they review and finalize all logistics necessary to launch and open the store.  Students will:  Select appropriate sales strategies to use while interacting with customers during pop-up store sales.  Practice excellent retail customer care skills to maximize the pop-up store's sales potential to reach its business goals.  Resolve final logistics before launching the pop-up business, including transaction types, starting cash, inventory tracking, and staffing schedule.		RI.6-8 2,4 W.6-8 4 SL.6 1,2,4 SL.7 4 SL.8 1,2,4 L.6-8 1-6



Session Descriptions	Academic Standards	Common Core ELA
Session Seven: Pop-Up Wrap-Up  This meeting guides students through the final tasks necessary to close the popup business, reconcile the finances, and determine the business's final profit. Students will use the final metrics and the intangible lessons they learned to discuss best practices for future businesses and to assess whether they achieved their business and personal goals. Finally, students deliver the pop-up store's proceeds to their charitable recipient		RI.6 2,3,4,7 RI.7 2,3,4 RI.8 2,3,4 W.6-8 4 SL.6-8 1,2,4 L6-8 1-6
and celebrate their accomplishments.  Students will:  Complete the tasks to calculate final sales and profit and close out the business.  Analyze final sales information and compare it to the pop-up business's initial profit goal.  Assess company and personal goals to determine successes and areas for improvement.		



#### JA Economics for Success

Session Descriptions	Personal Financial Literacy Standards	Employability Skills	Common Core ELA	Common Core Math
Session One: Mirror, Mirror Students make choices to better understand the concept of self- knowledge as they consider education, careers, and other life choices.  Objectives: Students will:  Use personal reflection to explain self-knowledge Apply their skills, interests, and values to help determine a potential career path	PFL.1.1 Using decision-making models, evaluate how career choices, educational/vocational preparation, skills, and entrepreneurship affect income and standard of living (e.g., postsecondary degree/certification, needs versus wants, and the ability to live on less than you earn).	Interpersonal Skills  • Respects individual differences.  • Responds well to feedback.	Grade 6 RI.6.2,4,7 SL.6.1-2 L.6.1,3,4  Grade 7 RI.7.2,4 SL.7.1,2 L.7.1,3,4  Grade 8 RI.8.2,4 SL.8.1 L.8.1,3,4	
Session Two: Be a Success  Students learn how to set goals for their financial future. They play the "Be A Success Game" to see the connection between personal finance, education, and careers.  Objectives: Students will:  Identify the connection between goal setting, personal finance, education, and career choices Apply decision making to education and career choices	PFL.1.1 Using decision-making models, evaluate how career choices, educational/vocational preparation, skills, and entrepreneurship affect income and standard of living (e.g., postsecondary degree/ certification, needs versus wants, and the ability to live on less than you earn).	Critical Thinking  • Identifies alternative solutions and ideas to address workplace challenges and complete tasks.	Grade 6 RI.6.4 SL.6.1,2 L.6.1,3,4  Grade 7 RI.7.4 SL.7.1,2 L.7.1,3,4  Grade 8 RI.8.4 SL.8.1 L.8.1,3,4	Grade 6 6.NS3 6.NS.C.5
Session Three: Keeping Your Balance Students receive Occupation Cards and observe how different jobs provide different monthly salaries. Based on those monthly salaries, students evaluate the opportunity cost when making budget decisions.  Objectives: Students will:  Recognize that a balanced budget is important for all workers  Define the term income and differentiate between gross and net income  Name ways to balance a budget	PFL.1.2 Identify the components of a personal/family budget (e.g., income, savings/investments, taxes, emergency fund, expenses, and charitable giving) based on short, medium, and long term goals (e.g., financial, personal, educational, and career). PFL.2.2 Explain how taxes, employee benefits, and payroll deductions affect income.	Applied Academic Skills  • Understands which academic knowledge and skills are most relevant to work tasks	Grade 6 RI.6.4,7 SL.6.1 L.6.1,3,4  Grade 7 RI.7.4 SL.7.1 L.7.1,3,4  Grade 8 RI.8.4 SL.8.1 L.8.1,3,4	Grade 6 6.NS.B.3 6.NS.C.5 Grade 7 7.RP.A.3



#### JA Economics for Success

Session Descriptions	Personal Financial Literacy Standards	Employability Skills	Common Core ELA	Common Core Math
Session Four: Savvy Shopper Students examine how consumers pay for goods and services. They discuss the advantages and disadvantages of using debit and credit cards.  Objectives: Students will:  Identify the differences between debit and credit cards Explain the advantages and disadvantages of both cards Recognize the importance of taking personal responsibility for financial decisions	PFL.3.2 Describe and compare the most common financial products and services (e.g., checking, contactless payments systems, credit cards, Automated Teller Machines, savings, loans, investments, and insurance).	Applied Academic Skills  • Understands which academic knowledge and skills are most relevant to work tasks.  • Identifies pros and cons of ideas, approaches, and solutions.	Grade 6 RI.6.4,7 SL.6.1 L.6.1,3,4  Grade 7 RI.7.4 SL.7.1 L.7.1,3,4  Grade 8 RI.8.4 SL.8.1 L.8.1,3,4	Grade 6 6.NS.B.3 6.NS.C.5 Grade 7 7.RP.A.3
Session Five: Keeping Score  Students examine how a credit score is determined and learn about the consequences of a positive and negative credit report.  Objectives: Students will:  Describe the favorable or unfavorable consequences of a high or low personal credit score Explain actions that cause a credit score to go up or down	PFL.8.1 Compare costs and benefits of using credit cards and making online purchases (e.g., interest rates, fees, repayment schedules, and personal information protection).  PFL.8.2 Evaluate options for payments on credit cards (e.g., minimum payment, delayed payments, or payment in full).	Communication  • Asks clarifying questions regarding technical or workspecific written materials.	Grade 6 RI.6.4,7 SL.6.1 L.6.1,3,4  Grade 7 RI.7.4 SL.7.1 L.7.1,3,4  Grade 8 RI.8.4 SL.8.1 L.8.1,3,4	Grade 6 6.NS.B.3 6.NS.C.5
Session Six: What's the Risk?  Students learn that life involves risk and that insurance and personal responsibility help to reduce the financial consequences of loss or injury.  Objectives: Students will:  Explore the cost and consequence of risk  Explain how insurance provides a method to minimize financial risk  Identify the opportunity cost of having insurance  Assess how personal responsibility plays a part in minimizing risk	PFL.11.1 Identify common risks to life and property (e.g., mobile phone, illness, death, natural catastrophe, and accident).  PFL.11.2 Explain the purpose and importance of insurance protection as a risk management strategy (e.g., life, health, property, liability, disability, and automobile).  PFL.11.3 Examine appropriate amounts of insurance and how insurance deductibles work.	Applied Academics  • Identifies pros and cons of ideas, approaches, and solutions	Grade 6 SL.6.1 L.6.1,3,4 Grade 7 SL.7.1 L.7.1,3,4 Grade 8 SL.8.1 L.8.1,3,4	



Session Descriptions	Academic Standards	Other Standards	Common Core ELA
My Career Exploration Students explore the 16 career clusters and identify the clusters they find interesting. They learn that early career planning results in more choices and opportunities for success in a career that matches their interests, skills, and values.  Students will:  Recognize the career clusters and their related careers. Apply values, skills, and interests to the career clusters.			RI.1, RI.2, RI.4 W.4, W.7, W.8 SL.1, SL.2,SL.4 L1, L2, L3, L4, L6
Getting to Know Me  Students better understand their own values, skills, and interests, as well as the importance of applying self-knowledge to future choices. Students use their self-knowledge to develop a word-based personal brand.  Students will:  Apply self-knowledge to identify personal values, skills, and interests; set priorities; and make decisions.  Discuss the importance of a personal brand statement.  Recognize that self-knowledge is needed to work effectively with others.			RI.2, RI.4 W.4, W.5 SL.1, SL.6 L1, L2, L3, L4, L6
My Career Goals  Students recognize that the choices they make will affect their education, career, and financial security. Students learn the value of self-efficacy in achieving their goals.  Students will:  Recognize the connections between your choices and your education, personal finances, and career paths.  Create short- and long-term goals.  Identify character traits that can help you overcome obstacle			RI.1, RI.2, RI.4 W.4 SL.1, SL.2 L1, L2, L3, L4, L6



Session Descriptions	Academic Standards	Other Standards	Common Core ELA
My Transferable Skills  Students recognize that skills they learn now will be useful in both their personal life and their future career. They learn about the digital skills needed to work remotely.  Students will:  Recognize appropriate skills for the workplace.  Identify transferable skills and their importance.  Recognize the importance of having digital skills and using professional digital tools and programs.			RI.1, RI.2, RI.4 W.4, W.6 SL.1, SL.2, SL.4 L1, L2, L3, L4, L6
My Income and Expenses  Students explore the importance of earning enough income to pay for expenses, including savings and common deductions. Students learn how to read a paycheck stub and explore the Pay Yourself First strategy. They also practice solving income and expenses-related problems with positive solutions.  Students will:  Recognize that workers should not expect to keep all the money they earn. Recognize problem solving as a challenge and not an obstacle. Explore career-based solutions for income planning. Reflect on the personal impact of saving money.			RI.1,RI.2,RI.4,RI.7 W.4, W.6 SL.1, SL.3, L1, L2, L3, L4, L6 Math Practices 1-7



Session Descriptions	Academic Standards	Other Standards	Common Core ELA
Planning for My Future Income Students explore the role work plays in living independently. They gain financial knowledge about the costs of living on their own. They consider the role of career choices and the costs of goods and services.  Students will:  • Express the financial considerations of possibly living independently and the importance of choosing work that can earn enough to pay for expenses. (WCR)  • Examine the true costs of • goods and services. (FL)			RI.4,RI.7 W.4, W.7, W.8 SL.1, SL.2, SL.4 L1, L2, L3, L4, L6
Managing My Money Students recognize the importance of managing money. They learn how to keep a budget and make decisions about spending.  Students will:  Define a budget and its importance.  Express the need to say "no" to some short-term spending to save for more important items in the future and to plan for emergencies.  Practice budgeting skills using income that can be earned while still in school.			RI.1,RI.2,RI.4,RI.7 SL.1, SL.2, SL.4 L1, L3, L4, L6 Math Practices 1-7
Paying for My Wants and Needs Students learn to make better choices related to credit. They learn about different ways of paying for goods and services, and the advantages and drawbacks of each.  Students will:  Describe ways to pay for everyday goods and services.  Identify the differences between debit (paying now) and credit (paying in the future, plus interest).			RI.1,RI.2,RI.4,RI.7 SL.1, SL.2, SL.4 L1, L3, L4, L6 Math Practices 1-7



Session Descriptions	Academic Standards	Other Standards	Common Core ELA
My Credit and Spending Students prepare to use credit. They learn about healthy spending habits and the importance of building a good credit score.  Students will:  Explain who looks at your credit report and why.  Describe how financial decisions can improve a credit report.  Identify spending habits that are financially responsible.			RI.1,RI.2,RI.4,RI.7 W.4, W.6 SL.1, SL.2,SL.4 L1, L2, L3, L4, L6 Math Practices 1-7
My Ride on the Financial Roller Coaster Students understand risk and methods for handling it. They make decisions about scenarios involving risk.  Students will:  Describe examples of how to use personal responsibility to address risk.  Recognize that insurance is a way to transfer the risk of loss.  Identify the opportunity cost in different spending decisions.			RI.1,RI.2,RI.4,RI.7 W.4, W.6 SL.1, SL.2, SL.4 L1, L2, L3, L4, L6



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Session Details	Social Studies Standards	Other Standards	Common Core
Session One: Business and Customer  Students learn about the relationship between businesses, their customers, and the mutually beneficial exchange of products and services.  Objectives: Students will:  Identify what a business gains from an exchange with a customer Identify what a customer gains from an exchange with a business Define ethics and ethical dilemma (Deeper Look) Identify the stakeholders of a business.  Evaluate whether the actions of a business, which had positive or negative implications to stakeholders, were ethical (Deeper Look)	NA	Employability Skills Interpersonal Skills  Respects individual differences.  Responds well to feedback.  Responds to the needs of customers.	Grade 6 RI.6.4 RI.6.7 W.6.4 SL.6.1-2 L.6.1-6 Grade 7 RI.7.4 W.7.4 SL.7.1-2 L.7.1-6 Grade 8 RI.8.4 W.4 SL.8.1-2 L.8.1-6
Session Two: Business and Culture  Students learn that businesses must understand cultural differences to meet customers' needs and make a profit in different countries.  Objectives: Students will:  Identify business-related, cultural differences throughout the world  Explain the need for international businesses to consider their customers' cultural differences to provide for the customer and make a profit  Identify cultural differences throughout the world that affect social interaction and communication	63.2 Identify and describe cultural traits of language, ethnic heritage, religion, and traditions practiced among peoples. 7.3.2 Compare common cultural traits, including language, ethnic heritage, social systems, and traditions.	Employability Skills Interpersonal Skills • Respects individual differences.	Grade 6 RI.6.1 RI.6.4 RI.6.7 W.6.4,7 SL.6.1-2 SL.6.4 L.6.1-6 Grade 7 RI.7.1 RI.7.4 W.7.4,7 SL.7.1-2 SL.7.1-6 Grade 8 RI.8.1 RI.8.4 W.8.4,7 SL.8.1-2 SL.8.4 L.8.1-6



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Session Details	Social Studies Standards	Other Standards	Common Core
Session Three: Global Trade Students learn that businesses trade to obtain products and services that customers want or need. Students will learn about imports and exports, examine the ways technology has improved international trade and participate in a global trade game.  Objectives: Students will:  Identify reasons why countries trade Demonstrate that countries benefit more from trade than from trying to meet all their own needs Apply key terms related to trade. Describe how improvements in technology can influence international trade	6.1 The student will analyze data from a geographic perspective using the skills and tools of geography. 6.1.3 Integrate visual information, draw conclusions, and make predictions from geographic data and analyze spatial distribution and patterns by interpreting that data as displayed on geographic tools. 7.5.3 Explain patterns of global interdependence and world trade, including the impact of changing technology on trade routes.	Employability Skills Information Use  • Organizes information based on clear patterns.  • Applies information to complete tasks	Grade 6 RI.6.4 W.6.4 SL.6.1-2 SL.4 L.6.1-6 Grade 7 RI.7.4 W.7.4 SL.7.1-2 SL.7.4 L.7.1-6 Grade 8 RI.8.4 W.8.4 SL.8.1-2 SL.8.4 L.8.1-4 L.8.6
Session Four: Why Countries Specialize Students learn that businesses in different countries specialize by focusing their efforts on specific resources or producing smaller parts of a product.  Objectives: Students will:  Define specialization Analyze examples of international trade to explain why modern countries cannot provide for all their wants and needs Show how events and decisions in one country have a causal relationship with, and produce an effect on, customers in another country	6.1.5 Describe and analyze the role of geographic factors on current events and issues.  6.2.3 Describe predominant natural resources found in each region.  6.2.4 Describe the relationship and summarize the impact of the distribution of major renewable and nonrenewable resources on each region.  5.3 Describe patterns of global economic interdependence and trade, including the concepts of balance of trade and supply and demand;  6.5.4 Analyze global interdependence which explains the outsourcing of technological and manufacturing jobs to developing regions.	Employability Skills  Communication  • Asks clarifying questions regarding technical or work-specific written materials.  Systems thinking  • Understands how personal job duties contribute to the organization	ELA Grade 6 RI.6.1,4,7 SL.6.1-2 L.6.1,3,4,6 Grade 7 RI.7.1,4 SL.7.1-2 L.7.1,3,4,6 Grade 8 RI.8.1,4 SL.8.1-2 L.8.1,3,4,6 MATH 6.NSA.3 6.RP.3 7.RP.2 7.NS.3 Mathematical Practices 1-2 4-7



Session Details	Social Studies Standards	Other Standards	Common Core
Session Five: Trade Barriers  Students explore the types of restrictions that governments place on international trade. They learn about tariffs, quotas, subsidies, and standards and how these barriers affect governments, businesses, and customers.  Objectives: Students will:  Identify examples of trade barriers Analyze the consequences of trade barriers on businesses, employees, and customers Explain why balance of trade matters to businesses, customers, and employees	<ul> <li>64.2 Evaluate the effects of human modification on the natural environment through transformation caused by subsistence and commercial agriculture, industry, demand for energy, and urbanization.</li> <li>6.5.5 Analyze reasons for conflict and cooperation among and between groups, societies, nations, and regions.</li> <li>7.5.6 Analyze reasons for conflict and cooperation among groups, societies, and countries, including the creation and involvement of supranational organizations</li> </ul>	Employability Skills  Applied Academic Skills  Identifies pros and cons of ideas, approaches, and solutions.  Information Use  Uses reliable sources to identify information.  Identifies which information is relevant and important to tasks	ELA Grade 6 RI.6.4 W.6.4 SL.6.1-2 L.6.1-6 Grade 7 RI.7. 4 W.7.4 SL.7.1-2 L.7.1-6 Grade 8 RI.8.4 W.8.4 SL.8.1-2 L.8.1-6
Session Six: Currency  Students explore the concept of international currencies. They learn about variable exchange rates, currency converters, and how to compare the prices of products from around the world.  Objectives: Students will:  Define currency and exchange rate Recognize that different countries have different forms of currency Recognize that each currency has a different value, which is determined through a variable exchange rate	NA	Employability Skills  Technology Use  • Understands which technologies are needed to complete specific workplace tasks.	ELA Grade 6 RI.6.4,7 SL.6.1-2 L.6.1 L.6.3-6 Grade 7 RI.7.4 SL.7.1-2 L.7.1 L.7.3-6 Grade 8 RI.8.4 SL.8.1-2 L.8.1



Session Details	Social Studies Standards	Other Standards	Common Core
Session Seven: Global Workforce Students take on the role of international business owners reviewing the skills and experience of potential employees.  Objectives: Students will:  Describe how businesses can use modern technology and communication tools to locate highly qualified employees at the most advantageous wages  Express specific steps that would need to be taken to obtain work in another country  Recognize the value of a second language for future job opportunities	7.5.3 Explain patterns of global interdependence and world trade, including the impact of changing technology on trade routes. 7.5.5 Analyze global interdependence which explains the outsourcing of technological and manufacturing jobs to developing regions.	Employability Skills  Communication  Responds to verbal and nonverbal cues from others.  Asks clarifying questions regarding technical or work-specific written materials.  Personal Finance  PFL.1.1 Using decision-making models, evaluate how career choices, educational/vocational preparation, skills, and entrepreneurship affect income and standard of living (e.g., postsecondary degree/ certification, needs versus wants, and the ability to live on less than you earn).	Grade 6 RI.6.1 RI.6.4 RI.6.7 W.6.4 SL.6.1-2 SL.6.4 L.6.1-6  Grade 7 RI.7.1 RI.7.4 W.7.4 SL.7.1-2 L.7.1-6  Grade 8 RI.8.1,4 W.8.4 SL.8.1-2 L.8.1-6



#### JA It's My Business!

Session Details	Personal Financial Literacy Standards	Employability Skills	Common Core ELA
Session One: Entrepreneurs  Students learn about the relationship between entrepreneurs, their businesses, and the products and services they offer, and then take an entrepreneurial characteristics inventory to assess their own entrepreneurial skills and interests.  Objectives:  Students will:  Define entrepreneurship and social entrepreneurship Describe the relationship between a business and its products and service Identify entrepreneurial characteristics and recognize them, in varying degrees, in themselves	PFL.1.1 Using decision-making models, evaluate how career choices, educational/vocational preparation, skills, and entrepreneurship affect income and standard of living	Personal Qualities  • Demonstrates a willingness to learn and listen to directions  • Maintains a positive attitude	Grade 6 RI 6.4,7 SL.6.1-2 L.6.1-6  Grade 7 RI.7.4,7 SL.7.1-2 L.7.1-6  Grade 8 RI.8.4 SL.8.1-2 L.8.1-5
Session Two: Market and Need Students are introduced to young entrepreneurs who have successfully met an identified market need, and then created a new product to meet the need. Students work in groups to brainstorm current needs within different product categories.  Objectives: Students will:  Define market and need Explain the importance of identifying market and need when developing new product or service ideas	PFL.1.1 Using decision-making models, evaluate how career choices, educational/vocational preparation, skills, and entrepreneurship affect income and standard of living.	Interpersonal  • Asks questions to complete tasks. • Responds to the needs of customers	Grade 6 RI.6.1,4,7 SL.6.1-2 SL.6.4 L.6.1-6  Grade 7 RI. 7.1,4,7 SL.7.1-2 SL.7.4 L.7.1-6  Grade 8 RI.8.1,4 SL.8.1-2 SL.8.4 L.8.1-5



#### JA It's My Business!

Session Details	Personal Financial Literacy Standards	Employability Skills	Common Core ELA
Session Three: Innovative Ideas  Students learn about innovative idea generation and examine cutting-edge products. Working in groups, students brainstorm their own product ideas and use graphic organizers to capture them.  Objectives: Students will:  Explain innovation and recognize it as a necessary entrepreneurial skill when starting a business  Participate in creative idea generation, from brainstorming to defending and selecting an idea	NA NA	Critical Thinking  • Identifies alternative solutions and ideas to address workplace challenges and complete tasks.	Grade 6 RI.6.1 RI. 6.4 RI.6.7 SL.6.1-2 SL.4-5 L.6.1-6  Grade 7 RI.7.1 RI.7.4 RI.7.7 SL.7.1-2 SL.7.1-6  Grade 8 RI.8.1 RI.8.4 SL.8.1-2 SL.8.4-5 L.8.1-5
Session Four: Testing the Market Students learn about the importance of obtaining market feedback about new product ideas. They will examine various survey question types and determine whether questions yield useful product feedback, and then practice developing survey questions in groups.  Objectives: Students will:  Discuss the importance of market research in the product development process Describe multiple types of survey questions	NA	Critical Thinking  • Identifies alternative solutions and ideas to address workplace challenges and complete tasks.  • Identifies pros and cons of ideas, approaches, and solutions.  Communication  • Asks clarifying questions regarding technical or work-specific written materials.  • Writes using technical or work-specific vocabulary accurately	Grade 6 RI.6.1 RI.6.4 RI.6.7 W.6.4 SL.6.1-2 L.6.1-6  Grade 7 RI.7.1 RI.7.4 RI.77 W.7.4 SL.7.1-2 L.7.1-6  Grade 8 RI. 8.4 W.8.4 SL.8.1-2 L.8.1-5



#### JA It's My Business!

Session Details	Personal Financial Literacy Standards	Employability Skills	Common Core ELA
Session Five: Design and Prototype Students learn about product design and the prototype process. Each student will create a product sketch to show the features and explain the purpose of his or her product.  Objectives: Students will:  Represent a product idea and its features by using rough sketches and drawings Recognize sketches as an important first step in the prototype process	NA	Information Use  • Organizes information based on clear patterns.  Personal Qualities  • Applies information to complete tasks.	Grade 6 RI.6.4 RI.6.7 W.6.4 SL.6.1-2 SL.6.4-5 L.6.1-6  Grade 7 RI.7.4 RI.7.7 W.7.4 SL.7.1-2 SL.7.1-6  Grade 8 RI. 8.4 W.8.4 SL.8.1-2 SL.8.4-5 L. 8.1-5
Session Six: Seek Funding  Students learn how to plan and deliver a pitch presentation with the intent of attracting potential investors. In a mock competition, groups will pitch their product idea to guest judge(s) who will award teams with ceremonial startup funds.  Objectives: Students will:  Describe the elements that make a strong pitch presentation  Work together to create and deliver a product pitch for potential funding	PFL.5.1 Explain reasons for saving and investing to meet goals and build wealth	Personal Qualities  • Properly credits others.  • Maintains a positive attitude.  Communication  • Uses appropriate and professional workplace language.  • Responds to verbal and nonverbal cues from others  Applied Academics  • Understands which academic knowledge and skills are most relevant to work tasks	Grade 6 RI,6.4 RI,6.7 W.6.4 SL.6.1-2 SL.6.4-5 L.6.1-4  Grade 7 RI.7.4 RI.77 W.7.4 SL.7.1-2 SL.7.4-5 L.7.1-4  Grade 8 RI.8.4 W.8.4 SL.8.1-2 SL.8.4-5 L.8.1-5



#### JA It's My Future

Session Details	Standards		Common
	Standards	Employability Skills	Core ELA
Session One: My Brand  Students learn that they have their own personal brand and that the brand they build today will reflect on them in the future. They examine well-known logos to learn how individuals and companies create their brands and build their reputations. They assess their personal characteristics to define their own brands and then develop logos to represent themselves.  Objectives:  Students will:  Describe the elements of a brand Recognize the ability of personal branding to build a positive reputation,	NA	Information Use  • Organizes information based on clear patterns.  • Applies information to complete tasks	Grade 6 RI.6.4 RI.6.7 SL.6.1-2 SL.6.4-5 L.6.1-6 Grade 7 RI.7.4 SL.7.1-2 SL.7.4-5 L.7.1-6 Grade 8 RI. 8.4 SL.8.1-2 SL.8.4-5
for their personal life as well as for their future career  Design a logo that expresses their personal brand  Session Two: Career Paths and Clusters  Students are introduced to the 16 career clusters and the pathways through them. They take a career interest survey and learn about potential jobs within their preferred clusters. They then share job information with other members of the class and discuss the importance of all jobs within a community.  Objectives:  Students will:  Define careers cluster.  Identify jobs in specific career clusters to explore further  Recognize the interconnectivity and	FL.1.1 Using decision-making models, evaluate how career choices, educational/vocational preparation, skills, and entrepreneurship affect income and standard of living	Information Use     Organizes information based on clear patterns.     Applies information to complete tasks Interpersonal Skills     Respects individual differences.     Responds well to feedback.     Asks questions to complete tasks.	Grade 6 RI.6.1,4,7 SL.6.1-2 SL.6.4-5 L.6.1-6  Grade 7 RI.7.1,4 SL.7.1-2 SL.7.4 L.7.1-6  Grade 8 RI.8.1 RI.8.4 SL.8.1-2 SL.8.4 L.8.1-6



# JA It's My Future

Session Details	Personal Finance Literacy Standards	Employability Skills	Common Core ELA
Session Three: High-Growth Careers  Students learn about the importance of being aware of which fields are growing and which are declining when making decisions about their own careers. They play a game that introduces information about high-growth job fields.  Objectives: Students will:  Identify specific careers that are forecast to have high- growth rates Consider a variety of factors when selecting a career	PFL.1.1 Using decision-making models, evaluate how career choices, educational/vocational preparation, skills, and entrepreneurship affect income and standard of living (e.g., postsecondary degree/certification, needs versus wants, and the ability to live on less than you earn).	Systems Thinking  • Understands job description and duties.  Technology Use  • Understands which technologies are necessary for the job or career	Grade 6 RI.6.1,4,7 SL.6.1-2 L.6.1-6  Grade 7 RI.7.1,4 SL.7.1-2 L.7.1-6  Grade 8 RI.8.1,4 SL.8.1-2 L.8.1,3,4
Session Four: Career Mapping  Students learn how early experiences can build transferable skills that contribute to future job success.  Students look at the lives of celebrities and their paths to success, focusing on early experiences. They learn about career maps by examining a sample and then creating their own.  Objectives:  Students will:  Identify jobs in specific career clusters that they would like to explore further Plan significant milestones they need to reach to earn a particular job	PFL.1.1 Using decision-making models, evaluate how career choices, educational/vocational preparation, skills, and entrepreneurship affect income and standard of living (e.g., postsecondary degree/certification, needs versus wants, and the ability to live on less than you earn).	Information Use     Organizes information based on clear patterns.     Applies information to complete tasks     Critical Thinking     Sets specific task, project, and/or career goal(s)	Grade 6 RI.6.4 RI.6.7 W.6.4 SL.6.1-2 SL.6.4-5 L.6.1-6  Grade 7 RI.7.4 W.7.4 SL.7.1-2 SL.7.4-5 L.7.1-6  Grade 8 RI.8.4 W.8.4 SL.8.1-2 SL.4-5 L.8.1-6



#### JA It's My Future

Session Details	Personal Finance Literacy Standards	Employability Skills	Common Core ELA
Session Five: On the Hunt  Students are introduced to the basics of looking for and applying and interviewing for a job. They play a game in which they must identify two truths and a myth about the job search process. They also learn the fundamentals of creating a resume and engage in simulation in which they identify appropriate skills for various jobs and decide upon the right section of a resume to highlight those skills.  Objectives:  Students will:  Recognize basic job-hunting techniques, including looking for a job, applying, interviewing, and listing references  Recognize the importance of personal presentation and making a good impression, on paper and in person.  Recognize the basic construction of a resume and skills that should be highlighted on a resume.	PFL.1.1 Using decision-making models, evaluate how career choices, educational/vocational preparation, skills, and entrepreneurship affect income and standard of living (e.g., postsecondary degree/certification, needs versus wants, and the ability to live on less than you earn).	Interpersonal Skills  Respects individual differences.  Responds well to feedback.  Asks questions to complete tasks.  Communication  Uses appropriate and professional workplace language.  Responds to verbal and nonverbal cues from others	Grade 6 RI.6.1 RI.6.4 RI.6.7 SL.6.1-2 SL.4 L.6.1-6  Grade 7 RI.7.1 RI. 7.4 SL.7.1-2 SL.7.4 L.7.1-4  Grade 8 RI.8.1 RI.8.4 SL.8.1-2 SL.8.4 L.8.1-4
Session Six: Soft Skills  Students learn about the differences between technical and soft skills and why both are essential for keeping a job.  Students will also complete a soft skills self-evaluation to determine which skills they already have and which they can work toward. Finally, they will role-play situations that require strong soft skills.  Objectives:  Students will:  Define and differentiate between technical skills and soft skills  Identify specific soft skills they already possess and those they need to improve	PFL.1.1 Using decision-making models, evaluate how career choices, educational/vocational preparation, skills, and entrepreneurship affect income and standard of living (e.g., postsecondary degree/certification, needs versus wants, and the ability to live on less than you earn).	Interpersonal Skills  Respects individual differences. Responds well to feedback.  Asks questions to complete tasks. Communication  Uses appropriate and professional workplace language. Responds to verbal and nonverbal cues from others	Grade 6 RI.6.4,7 SL.6.1-2 SL.6.4-5 L.6.1-6  Grade 7 RI.7.4 SL.7.1-2 SL.7.4-5 L.7.1-6  Grade 8 RI.8.4 SL.8.1-2 SL.8.4-5 L.8.1-6



#### JA Inspire

Session Descriptions	Personal Finance Literacy Standards	Employability Skills	Common Core ELA
Session One: Career Planning Starts with You  Through close examination of specific skills and career clusters, students learn the key factors to investigate career planning, skills, interests, work priorities, and job outlooks.  Objectives: Students will:  Recognize career clusters that match their skills and interests.  Assess their soft skills and identify need for improvement.  Identify industries and jobs that offer opportunities.	PFL.1.1 Using decision-making models, evaluate how career choices, educational/vocational preparation, skills, and entrepreneurship affect income and standard of living (e.g., postsecondary degree/ certification, needs versus wants, and the ability to live on less than you earn).	Information Use  • Organizes information based on clear patterns.  • Applies information to complete tasks	Reading for Informational Text RI 1 RI 4 RI 7  Speaking and Listening SL 1 SL 2  Language L 3 L 4 L 6
Session Two: Making the Most of JA Inspire  In this session, students refine a plan for the event. If possible, encourage students to spend additional time outside of class researching the participating companies.  Objectives:  Students will:  Identify companies that they want to learn more about at the JA Inspire event. Three is a good number.  Prepare questions that they want to ask and practice asking them.  Create an elevator pitch—a statement that explains why they are interested in a company or a job and what they have to offer and helps to connect them with the company volunteers.  Express their expectations of the upcoming event.	PFL.1.1 Using decision-making models, evaluate how career choices, educational/vocational preparation, skills, and entrepreneurship affect income and standard of living (e.g., postsecondary degree/ certification, needs versus wants, and the ability to live on less than you earn).	Communication     Uses appropriate and professional workplace language.     Responds to verbal and nonverbal cues from others	Speaking and Listening SL 1 SL 2 Writing W 4 W 7 W 8  Language L 3 L 4 L 6



#### JA Inspire

Session Descriptions	Personal Finance Literacy Standards	Employability Skills	Common Core ELA
Session Three: JA Inspire Event  During the JA Inspire expo, students participate in hands-on activities, often using equipment or tools used on a job.  Objectives: Students will:  Make connections with adults who have jobs in careers that interest them.  See the connection between high school programming choices and careers.  Collect information about the education required to be successful in a job.  Practice soft skills.	PFL.1.1 Using decision-making models, evaluate how career choices, educational/vocational preparation, skills, and entrepreneurship affect income and standard of living (e.g., postsecondary degree/ certification, needs versus wants, and the ability to live on less than you earn).	Ommunication  Uses appropriate and professional workplace language.  Responds to verbal and nonverbal cues from others  Information Use  Organizes information based on clear patterns.  Applies information to complete tasks	Reading for Informational Text RI 1 RI 4 RI 7  Speaking and Listening SL 1 SL 2  Language L 3 L 4 L 6
Session Four: Debrief and Next Steps  Students reflect on what they have learned and identify next steps to further define their academic choices and career path. They also compose a thank you note to a chosen company.  Objectives: Students will:  Evaluate personal goals and priorities based on their experience at the JA Inspire event.  Identify next steps, including exploration of high school coursework and other research.  Understand relevant business communication practices.	PFL.1.1 Using decision-making models, evaluate how career choices, educational/vocational preparation, skills, and entrepreneurship affect income and standard of living (e.g., postsecondary degree/ certification, needs versus wants, and the ability to live on less than you earn).	Information Use  • Organizes information based on clear patterns.  • Applies information to complete tasks  Critical Thinking  • Sets specific task, project, and/or career goal(s)	Reading for Informational Text RI 1 RI 4 RI 7  Speaking and Listening SL 1 SL 2  Writing W 3 W 4 W 5  Language L 3 L 4 L 6



#### JA Career Exploration Fair

Session Descriptions	Personal Finance Literacy Standards	Employability Skills	Common Core ELA
Pre-Fair Session: What Sets You Apart?  Students reflect on their abilities, interests, and values as they consider future career choices.  Objectives: Students will:  Define careers. Differentiate between abilities (skills) and values. Identify their personal characteristics.	PFL.1.1 Using decision-making models, evaluate how career choices, educational/vocational preparation, skills, and entrepreneurship affect income and standard of living (e.g., postsecondary degree/ certification, needs versus wants, and the ability to live on less than you earn).	Communication  • Uses appropriate and professional workplace language.  • Responds to verbal and nonverbal cues from others	Reading for Informational Text RI 4 RI 7 Speaking and Listening SL 1 SL 2 Language L 3 L 4 L 6
The Day of the Fair  Students will visit seven speakers from the community who will give brief presentations about their jobs, allowing time for students to ask questions.  Objectives: Students will:  Complete one pre-fair activity (teacher-led) (optional).  Express how jobs require specific interests and skills.  Complete one post-fair activity (teacher-led) (optional).  Complete a student evaluation, if requested.	PFL.1.1 Using decision-making models, evaluate how career choices, educational/vocational preparation, skills, and entrepreneurship affect income and standard of living (e.g., postsecondary degree/ certification, needs versus wants, and the ability to live on less than you earn).	Communication  • Uses appropriate and professional workplace language.  • Responds to verbal and nonverbal cues from others	Reading for Informational Text RI 4 RI 7 Speaking and Listening SL 1 SL 2 Writing W 4 W 7 Language L 3 L 4 L 6
Post-Fair Session Students reflect on their JA Career Exploration Fair experiences.  Objectives: Students will:  Identify a future career goal. Create a personal action plan.	PFL.1.1 Using decision-making models, evaluate how career choices, educational/vocational preparation, skills, and entrepreneurship affect income and standard of living (e.g., postsecondary degree/ certification, needs versus wants, and the ability to live on less than you earn).	Information Use  Organizes information based on clear patterns.  Applies information to complete tasks Critical Thinking  Sets specific task, project, and/or career goal(s)	Reading for Informational Text RI 2 RI 4 RI 5 RI 7 Speaking and Listening SL 1 SL 2 Writing W 4 W 7 Language L 3 L 4



#### JA Career Speaker Series

Session Descriptions	Personal Finance Literacy Standards	Employability Skills	Common Core ELA
Session One: Before the Event  Students research the visiting career speaker and his or her company, and prepare questions for the speaker event.  Objectives: Students will:  Identify skills and interests. Recognize Career Clusters Recall future high-demand occupations	PFL.1.1 Using decision-making models, evaluate how career choices, educational/vocational preparation, skills, and entrepreneurship affect income and standard of living (e.g., postsecondary degree/ certification, needs versus wants, and the ability to live on less than you earn).	Information Use  • Organizes information based on clear patterns.  • Applies information to complete tasks	Reading for Informational Text RI 1 RI 4 RI 7  Speaking and Listening SL 1 SL 2  Writing W 4 W 7 Language L 3 L 4 L 6
Session Two: During the Event  Students learn about the guest speaker's job experiences and stories, ask questions, and take notes.  Objectives: Students will:  Practice active listening skills.  Equate job responsibilities with skills and interests	PFL.1.1 Using decision-making models, evaluate how career choices, educational/vocational preparation, skills, and entrepreneurship affect income and standard of living (e.g., postsecondary degree/ certification, needs versus wants, and the ability to live on less than you earn).	Communication  • Uses appropriate and professional workplace language.  • Responds to verbal and nonverbal cues from others	Speaking and Listening SL 1 SL 2 Writing W 4 W 7  Language L 3 L 4 L 6
Session Three: After the Event Students reflect on what they learned during their preparation and the speaker event.  Objectives: Students will: Recognize Career Clusters	PFL.1.1 Using decision-making models, evaluate how career choices, educational/vocational preparation, skills, and entrepreneurship affect income and standard of living (e.g., postsecondary degree/ certification, needs versus wants, and the ability to live on less than you earn).	Information Use  • Organizes information based on clear patterns.  • Applies information to complete tasks	Speaking and Listening SL 1 SL 2 Writing W 2 W 4 W 7  Language L 3 L 4 L 6



#### JA Excellence through Ethics

Session Descriptions	Social Studies Standards	Employability Skills	Common Core ELA
Day of the Visit  Students are introduced to the concept of ethics, participate in a demonstration of why ethics are important to discuss, examine their core values, and explore how we are all interdependent on the choices we each make.  Objectives:  Students will:  Define ethics, ethical dilemma, values, core values, and interdependence. Articulate how one's core values affects one's choices. Articulate and identify the steps necessary to make ethical decisions. Recognize that individual ethics affect the greater community.	6.4.6 Describe the role of citizens as responsible stewards of natural resources and the environment.  7.4.6 Describe the role of citizens as responsible stewards of natural resources and the environment.	Ommunication  Uses appropriate and professional workplace language.  Responds to verbal and nonverbal cues from others  Critical Thinking  Identifies alternative solutions and ideas to address workplace challenges and complete tasks.  Identifies pros and cons of ideas, approaches, and solutions.	Reading for Informational Text RI 1 RI 4 RI 7  Speaking and Listening SL 1 SL 2 SL 3 SL 4  Writing W 4  Language L 3 L 4 L 6
Reflection Activity  Students will reflect and discuss what they've learning after interacting with the volunteer, a local business professional who articulated how and why professionals make ethical choices and decisions regarding relationships, the work environment, and life.  Objectives: Students will:  Apply key terms and concepts used in the volunteer-led activities.  Use intentional, ethical decision-making skills to consider outcomes and consequences of choices.  Self-examine to develop a personal awareness of values to begin to see the connection between their words and actions.	6.4.6 Describe the role of citizens as responsible stewards of natural resources and the environment.  7.4.6 Describe the role of citizens as responsible stewards of natural resources and the environment.	Information Use     Organizes information based on clear patterns.     Applies information to complete tasks     Personal Qualities     Demonstrates integrity	Speaking and Listening SL 1 SL 2 SL 3 Language L 3 L 4 L 6



# JA It's My Job (Soft Skills)

Session Descriptions	Personal Finance Literacy Standards	Employability Skills	Common Core ELA
Communicating About Yourself Students learn what their dress, speech, and listening skills communicate to others about them.  Objectives: Students will:  Recognize the importance of manners as an element of professionalism.  Identify language and style appropriate for the workplace.	PFL.1.1 Using decision-making models, evaluate how career choices, educational/vocational preparation, skills, and entrepreneurship affect income and standard of living (e.g., postsecondary degree/ certification, needs versus wants, and the ability to live on less than you earn).	Communication     Uses appropriate and professional workplace language.     Responds to verbal and nonverbal cues from others	Reading for Informational Text RI 1 RI 4 Speaking and Listening SL 1 SL 2 SL 4 SL 6 Writing W 4 Language L1 L 2 L 3 L 4 L 6
Applications and Resumes  Students examine both document forms and begin to think about how to adapt their experiences, skills, and achievements into the applicable template to present themselves to a potential employer.  Objectives: Students will:  Identify information necessary for a job application.  Recognize key features and formatting of resumes.  Use appropriate language for a resume.	PFL.1.1 Using decision-making models, evaluate how career choices, educational/vocational preparation, skills, and entrepreneurship affect income and standard of living (e.g., postsecondary degree/ certification, needs versus wants, and the ability to live on less than you earn).	Communication     Writes using technical or work-specific vocabulary     Professionalism     Properly credits others.     Maintains a positive attitude.	Speaking and Listening SL 1 SL 2 Writing W 4 Language L1 L 2 L 3 L 4 L 6



# JA It's My Job (Soft Skills)

Session Descriptions	Personal Finance Literacy Standards	Employability Skills	Common Core ELA
Interviewing for a Job  Students complete an activity and track their accomplishments in a "brag sheet." Additional activities are available in which students develop a personal profile that will help them succeed during an interview and practice mock interviews.  Objectives: Students will:	PFL.1.1 Using decision-making models, evaluate how career choices, educational/vocational preparation, skills, and entrepreneurship affect income and standard of living (e.g., postsecondary degree/ certification, needs versus wants, and the ability to live on less than you earn).	Communication  • Uses appropriate and professional workplace language.  • Responds to verbal and nonverbal cues from others  Systems Thinking  • Understands how personal job duties contribute to the organization.	Speaking and Listening SL 1 SL 2 SL 4 SL 6
<ul> <li>Identify appropriate content for a personal brag sheet</li> <li>Adapt personal information to interview situations.</li> <li>Develop answers to common interview questions.</li> <li>Recognize appropriate professional dress and demeanor for a job interview.</li> </ul>			Language L1 L 2 L 3 L 4 L 6
Cell Phones in the Workplace Students develop an understanding of appropriate communication methods to ensure workplace success.  Objectives: Students will: Recognize and identify appropriate	NA	Uses appropriate and professional workplace language.     Responds to verbal and nonverbal cues from others	Speaking and Listening SL 1 SL 2 SL 4 SL 5 SL 6
<ul> <li>and inappropriate uses of cell phones in the workplace.</li> <li>Identify the effects of inappropriate usage of cell phones in the workplace.</li> <li>Adapt cell phone behavior and functions for professional uses.</li> <li>Recognize and apply appropriate texting style for communicating in the workplace.</li> </ul>			Language L1 L3 L4 L6



# JA It's My Job (Soft Skills)

Session Descriptions	Personal Finance Literacy Standards	Employability Skills	Common Core ELA
Workplace Communication  Students complete activities focused on appropriate tone and topics for the workplace and strategies for collaborating effectively.  Objectives:  Students will:  Identify and use an appropriate professional tone in workplace communication.  Identify appropriate and inappropriate subjects for workplace discussion.  Enable cooperative and productive group interactions.  Communicate to solve problems collaboratively and respectfully.	NA NA	Communication  • Uses appropriate and professional workplace language.  • Responds to verbal and nonverbal cues from others  Systems Thinking  • Understands how personal job duties contribute to the organization.	Speaking and Listening SL 1 SL 2 SL 4 SL 5 SL 6  Language L1 L 3 L 4 L 6
Workplace Writing  Students practice writing concisely, clearly, and correctly, with appropriate workplace style.  Objectives:  Students will:  Use proper spelling, grammar, and punctuation in the workplace.  List best practices for effective business writing.  Use clear language and appropriate style for written communication in the workplace.  Identify important ideas and express them clearly and concisely in writing.	NA	Communication  • Uses appropriate and professional workplace language.  • Responds to verbal and nonverbal cues from others  • Writes using technical or workspecific vocabulary	Speaking and Listening SL 1 SL 2 SL 4 SL 6  Writing W 4 W5 W6  Language L1 L 2 L 3 L 4 L 6

