A Correlation: Arizona Academic Standards and Junior Achievement Middle School Programs

Updated December 2021
Arizona Social Studies
Arizona Professional Skills
Arizona Career Literacy Standards
Common Core State Standards Included

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 Arizona Academic Standards for Social Studies and the Personal Financial Literacy Expectations and the Arizona Professional Skills, 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

JA Economics for Success® provides practical information about personal finance and the importance of identifying education and career goals based on a student’s skills, interests, and values.

JA Global Marketplace® 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.

JA It’s My Business® 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

JA It’s My Future® 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)
<table>
<thead>
<tr>
<th>Session Descriptions</th>
<th>Social Studies Standards</th>
<th>Career Standards</th>
<th>Common Core ELA</th>
<th>Common Core Math</th>
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<tbody>
<tr>
<td><strong>Session One: Mirror, Mirror</strong></td>
<td>NA</td>
<td>Career Literacy</td>
<td>Grade 6</td>
<td>NA</td>
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<tr>
<td>Students make choices to better understand the concept of self-knowledge as they consider education, careers, and other life choices.</td>
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<tr>
<td><strong>Objectives:</strong></td>
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<td>Grade 6</td>
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<tr>
<td>Students will:</td>
<td></td>
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<td>Grade 7</td>
<td></td>
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<tr>
<td>▪ Use personal reflection to explain self-knowledge</td>
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<td>Grade 7</td>
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<tr>
<td>▪ Apply their skills, interests, and values to help determine a potential career path</td>
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<td>Grade 6</td>
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<tr>
<td><strong>Session Two: Be a Success</strong></td>
<td>6.E1.1 Analyze the relationship between education, income, and job opportunities within the context of the time period and region studied.</td>
<td>2.2 Implement problem-solving strategies to solve a problem.</td>
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<tr>
<td>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.</td>
<td>8.E1.1 Analyze the relationship between education, income, and job opportunities.</td>
<td>3.1 Determine an individual’s responsibility for personal actions and contributions to group activities.</td>
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<tr>
<td><strong>Objectives:</strong></td>
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<td>Students will:</td>
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<tr>
<td>▪ Identify the connection between goal setting, personal finance, education, and career choices</td>
<td>6.E1.1 Analyze the relationship between education, income, and job opportunities within the context of the time period and region studied.</td>
<td>7.4 Analyze the relationship between education, income, and job opportunities.</td>
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<tr>
<td>▪ Apply decision making to education and career choices</td>
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<tr>
<td><strong>Session Three: Keeping Your Balance</strong></td>
<td>6.E1.1 Analyze the relationship between education, income, and job opportunities within the context of the time period and region studied.</td>
<td>2.2 Implement problem-solving strategies to solve a problem.</td>
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<tr>
<td>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.</td>
<td>7.E2.1 Explain how economic decisions affect the well-being of individuals, businesses, and society.</td>
<td>3.1 Determine an individual’s responsibility for personal actions and contributions to group activities.</td>
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<tr>
<td><strong>Objectives:</strong></td>
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<td>Students will:</td>
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<td>▪ Recognize that a balanced budget is important for all workers</td>
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<td>▪ Define the term income and differentiate between gross and net income</td>
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<tr>
<td>▪ Name ways to balance a budget</td>
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<tr>
<td>Session Four: Savvy Shopper</td>
<td>6.E3.1 Describe the relationship between various costs and benefits of economic production. 7.E2.1 Explain how economic decisions affect the well-being of individuals, businesses, and society 7.E3.1 Explain the roles of buyers, sellers, and profits in product, labor, and financial markets. 8.E1.4 Examine the factors that influence spending decisions. 8.E1.2 Analyze the relationship between interest rates, saving, and use of credit. 8.E2.1 Explain how economic decisions affect the well-being of individuals, businesses, and society.</td>
<td>Career Literacy 2.1 Develop strategies for productive behaviors that impact critical thinking and problem-solving skills</td>
<td>Grade 6 RI.6.4,7 SL.6.1 L.6.1,3,4</td>
<td>Grade 6 6.NS.B.3 6.NS.C.5</td>
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<tr>
<td>Students examine how consumers pay for goods and services. They discuss the advantages and disadvantages of using debit and credit cards.</td>
<td></td>
<td></td>
<td>Grade 7 RI.7.4 SL.7.1 L.7.1,3,4</td>
<td>Grade 7 7.RP.A.3</td>
</tr>
<tr>
<td>Objectives: Students will:</td>
<td></td>
<td></td>
<td>Grade 8 RI.8.4 SL.8.1 L.8.1,3,4</td>
<td>Grade 8</td>
</tr>
<tr>
<td>▪ 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</td>
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<tr>
<td>Session Five: Keeping Score</td>
<td>7.E2.1 Explain how economic decisions affect the well-being of individuals, businesses, and society. 8.E1.6 Analyze the impact of debt on individuals. 8.E2.1 Explain how economic decisions affect the well-being of individuals, businesses, and society.</td>
<td>Career Literacy 3.1 Determine an individual’s responsibility for personal actions and contributions to group activities.</td>
<td>Grade 6 RI.6.4,7 SL.6.1 L.6.1,3,4</td>
<td>Grade 6 6.NS.B.3 6.NS.C.5</td>
</tr>
<tr>
<td>Students examine how a credit score is determined and learn about the consequences of a positive and negative credit report.</td>
<td></td>
<td></td>
<td>Grade 7 RI.7.4 SL.7.1 L.7.1,3,4</td>
<td>Grade 7</td>
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<tr>
<td>Objectives: Students will:</td>
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<td></td>
<td>Grade 8 RI.8.4 SL.8.1 L.8.1,3,4</td>
<td>Grade 8</td>
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<tr>
<td>▪ 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</td>
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<tr>
<td>Session Six: What’s the Risk?</td>
<td>E1.2 Give examples of financial risks that individuals and households face. 8.E1.8 Identify ways insurance may minimize personal financial risk.</td>
<td>Career Literacy 2.4 Design and implement a personal problem-solving plan using one or more problem-solving strategies.</td>
<td>Grade 6 SL.6.1 L.6.1,3,4</td>
<td>Grade 6</td>
</tr>
<tr>
<td>Students learn that life involves risk and that insurance and personal responsibility help to reduce the financial consequences of loss or injury.</td>
<td></td>
<td></td>
<td>Grade 7 SL.7.1 L.7.1,3,4</td>
<td>Grade 7</td>
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<tr>
<td>Objectives: Students will:</td>
<td></td>
<td></td>
<td>Grade 8 SL.8.1 L.8.1,3,4</td>
<td>Grade 8</td>
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<tr>
<td>▪ 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</td>
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</table>
### Session One: Business and Customer

**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)

**Arizona Social Studies Standards**
- 6.E3.1 Describe the relationship between various costs and benefits of economic production.
- 7.E2.1 Explain how economic decisions affect the well-being of individuals, businesses, and society
- 7.E2.2 Evaluate current economic issues in terms of benefits and costs for distinct groups in society.

**Career Literacy**
- Career Literacy
- 6.2 Demonstrate and describe ethical and unethical behavior.

**Common Core Standards**
- 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

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### Session Two: Business and Culture

**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

**Arizona Social Studies Standards**
- 6.E3.2 Explain the influence the factors of production have on the manufacture of goods and services within different cultures, regions, and communities.
- 6.E5.1 Describe the factors that influence trade between countries or cultures.
- 6.G3.1 Analyze how cultural and environmental characteristics affect the distribution and movement of people, goods, and ideas.
- 7.G2.1 Explain how cultural demographic patterns, economic decisions, and human adaptations shape the identity of nearby and distant places.
- 7.G2.2 Analyze cultural and environmental characteristics that make places both similar and different.

**Career Literacy**
- 4.3 Examine how communication in different cultures and generations in the workplace may result in misunderstanding.
- 4.1 Demonstrate the ability to understand others using verbal and non-verbal communication.
- 6.1 Demonstrate and describe appropriate work habits and interpersonal skills needed to obtain and retain employment.

**Common Core Standards**
- 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.7.4
  - L.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
## 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

### Arizona Social Studies Standards

- 6.E3.2 Explain the influence the factors of production have on the manufacture of goods and services within different cultures, regions, and communities.
- 6.E5.1 Describe the factors that influence trade between countries or cultures.
- 6.G1.1 Use and construct maps, graphs, and other representations to explain relationships between locations of places and regions
- 7.E3.1 Explain the roles of buyers, sellers, and profits in product, labor, and financial markets.
- 7.E3.2 Analyze the relationship between supply, demand, and competition with emphasis on how they influence prices, wages, and production.
- 7.G1.1 Use and construct maps and other geographic representations to explain the spatial patterns of cultural and environmental characteristics.

### Career Literacy

- **Career Literacy**
  - 2.1 Develop strategies for productive behaviors that impact critical thinking and problem-solving skills.
  - 2.2 Implement problem-solving strategies to solve a problem in school or real-world situations.

### Common Core Standards

- **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

### Arizona Social Studies Standards

- 6.E3.3 Analyze the influence of specialization and trade within diverse cultures and communities in regions studied
- 6.E5.1 Describe the factors that influence trade between countries or cultures.
- 6.G1.1 Use and construct maps, graphs, and other representations to explain relationships between locations of places and regions
- 7.E3.2 Analyze the relationship between supply, demand, and competition with emphasis on how they influence prices, wages, and production.
- 7.G1.1 Use and construct maps and other geographic representations to explain the spatial patterns of cultural and environmental characteristics.
- 7.G1.2 Analyze various geographic representations and use geographic tools to explain relationships between the location of places and their environments.
- 8.G1.1 Use geographic tools and representations to analyze historical and modern political and economic issues and events.

### Career Literacy

- **Career Literacy**
  - 3.1 Determine an individual’s responsibility for personal actions and contributions to group activities.
  - 3.2 Demonstrate the use of compromise, negotiation, and community-building strategies for carrying out tasks, assignments, and projects.

### Common Core Standards

- **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

**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:**

- 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

<table>
<thead>
<tr>
<th>Arizona Social Studies Standards</th>
<th>Career Literacy</th>
<th>ELA Standards</th>
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</thead>
<tbody>
<tr>
<td>6.E5.2 Explain the effects of increasing economic interdependence within distinct groups.</td>
<td>Career Literacy 3.2 Demonstrate the use of compromise, negotiation, and community-building strategies for carrying out tasks, assignments, and projects.</td>
<td>Grade 6 RI.6.4 W.6.4 SL.6.1-2 L.6.1-6</td>
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<tr>
<td>7.E2.2 Evaluate current economic issues in terms of benefits and costs for distinct groups in society.</td>
<td></td>
<td>Grade 7 RI.7.4 W.7.4 SL.7.1-2 L.7.1-6</td>
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<tr>
<td>7.E5.1 Explain the interdependence of trade and how trade barriers influence trade among nations.</td>
<td></td>
<td>Grade 8 RI.8.4 W.8.4 SL.8.1-2 L.8.1-6</td>
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<tr>
<td>7.E5.3 Explain the benefits and the costs of trade policies to individuals, businesses, and society.</td>
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<tr>
<td>8.E5.1 Explain the interdependence of trade and how trade barriers influence trade among nations.</td>
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<tr>
<td>8.E5.3 Explain the benefits and the costs of trade policies to individuals, businesses, and society.</td>
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### 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:**

- 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

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<th>ELA Standards</th>
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<tr>
<td>7.E3.1 Explain the roles of buyers, sellers, and profits in product, labor, and financial markets.</td>
<td>NA</td>
<td>Grade 6 RI.6.4,7 SL.6.1-2 L.6.1 L.6.3-6</td>
</tr>
<tr>
<td>7.E3.4 Explain ways in which money facilitates exchange</td>
<td></td>
<td>Grade 7 RI.7.4 SL.7.1-2 L.7.1 L.7.3-6</td>
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<td></td>
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<td>Grade 8 RI.8.4 SL.8.1-2 L.8.1 L.8.3-6</td>
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# Session Details

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<th>Arizona Social Studies Standards</th>
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</table>
| **Session Seven: Global Workforce** | 6.E5.2 Explain the effects of increasing economic interdependence within distinct groups. 8.E1.1 Analyze the relationship between education, income, and job opportunities. | Career Literacy  
1.2 Explain what is mean by “jobs” and “careers,” and examine how each tends to be distributed regionally, nationally, and globally. | 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 |
| Students take on the role of international business owners reviewing the skills and experience of potential employees. | Students will: | Grade 7  
RI.7.1  
RI.7.4  
W.7.4  
SL.7.1-2  
L.7.1-6 |
| ▪ 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 | | Grade 8  
RI.8.1,4  
W.8.4  
SL.8.1-2  
L.8.1-6 |
## Session Details
### 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

### 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

## Arizona Social Studies Standards
- 7.E2.1 Explain how economic decisions affect the well-being of individuals, businesses, and society.
- 8.E1.7 Understand several types of financial investments [and calculate rates of return.]
- 8.E1.1 Analyze the relationship between education, income, and job opportunities.
- 6.E3.1 Describe the relationship between various costs and benefits of economic production.
- 7.E3.1 Explain the roles of buyers, sellers, and profits in product, labor, and financial markets.

## Career Literacy
- Arizona Professional Skills
  - 8.f. Takes responsibility for one’s actions in the workplace
  - 6.1 Demonstrate and describe appropriate work habits and interpersonal skills needed to obtain and retain employment.

## Common Core Standards
| 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 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

**Arizona Social Studies Standards**

NA

**Career Literacy**

**Arizona Professional Skills**

1. b. Communicates effectively in a diverse work environment.
2. a. Commits to achieving collective goals
2. b. Promotes an environment of trust
5. d. Generates innovative ideas, methods, or devices.

**Career Literacy**

2. 4 Design and implement a personal problem-solving plan using one or more problem-solving strategies.

**Common Core Standards**

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.7.4-5
- L.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

**Arizona Social Studies Standards**

NA

**Career Literacy**

**Arizona Professional Skills**

3. C. Takes action supported by evidence and reasoning to explain conclusions and accomplish work
4. F Produces work that reflects professional pride

**Career Literacy**

4. 1 Demonstrate the ability to understand others using verbal and non-verbal communication.
3. 1 Determine an individual’s responsibility for personal actions and contributions to group activities.

**Common Core Standards**

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.7.7
- 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
<table>
<thead>
<tr>
<th>Session Details</th>
<th>Arizona Social Studies Standards</th>
<th>Career Literacy</th>
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</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>7.E3.1 Explain the roles of buyers, sellers, and profits in product, labor, and financial markets.</td>
<td></td>
<td>Grade 7 RI 7.4 RI 7.7 W 7.4 SL 7.1-2 SL 7.4-5 L 7.1-6</td>
</tr>
<tr>
<td></td>
<td>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.</td>
<td></td>
<td>Grade 8 RI 8.4 W 8.4 SL 8.1-2 SL 8.4-5 L 8.1-5</td>
</tr>
<tr>
<td>Objectives:</td>
<td>Students will:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>▪ Represent a product idea and its features by using rough sketches and drawings</td>
<td></td>
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</tr>
<tr>
<td></td>
<td>▪ Recognize sketches as an important first step in the prototype process</td>
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<tr>
<td></td>
<td>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.</td>
<td></td>
<td>Grade 7 RI 7.4 RI 7.7 W 7.4 SL 7.1-2 SL 7.4-5 L 7.1-4</td>
</tr>
<tr>
<td>Objectives:</td>
<td>Students will:</td>
<td></td>
<td>Grade 8 RI 8.4 W 8.4 SL 8.1-2 SL 8.4-5 L 8.1-5</td>
</tr>
<tr>
<td></td>
<td>▪ Describe the elements that make a strong pitch presentation</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>▪ Work together to create and deliver a product pitch for potential funding</td>
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</tbody>
</table>
# JA It’s My Future

<table>
<thead>
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<tbody>
<tr>
<td><strong>Session One: My Brand</strong></td>
<td>NA</td>
<td><strong>Arizona Professional Skills</strong></td>
<td>Grade 6</td>
</tr>
</tbody>
</table>
| 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, for their personal life as well as for their future career  
▪ Design a logo that expresses their personal brand | 1.b. Communicates effectively in a diverse work environment.  
5.a. Functions independently within the organizational structure.  
4.F Produces work that reflects professional pride.  
**Career Literacy**  
4.1 Demonstrate the ability to understand others using verbal and non-verbal communication.  
4.4 Use digital media effectively to enhance communication | RI.6.4  
RI.6.7  
SL.6.1-2  
SL.6.4-5  
L..6.1-6 |
| **Session Two: Career Paths and Clusters** | 6.E1.1 Analyze the relationship between education, income, and job opportunities within the context of the time period and region studied.  
8.E1.1 Analyze the relationship between education, income, and job opportunities | **Arizona Professional Skills**  
5.a. Functions independently within the organizational structure.  
**Career Literacy**  
1.2 Explain what is mean by “jobs” and “careers,” and examine how each tends to be distributed regionally, nationally, and globally.  
1.5 Evaluate personal abilities, interests, and motivations and discuss how they might influence job and career selection. | Grade 6               |
| 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 value of all types of jobs | 6.E1.1 Analyze the relationship between education, income, and job opportunities within the context of the time period and region studied.  
8.E1.1 Analyze the relationship between education, income, and job opportunities | RI.6.1-4,7  
SL.6.1-2  
SL.6.4-5  
L.6.1-6 |
|                       |                                   | **Arizona Professional Skills**                                                 | Grade 7               |
|                       |                                   | 5.a. Functions independently within the organizational structure.  
**Career Literacy**  
1.2 Explain what is mean by “jobs” and “careers,” and examine how each tends to be distributed regionally, nationally, and globally.  
1.5 Evaluate personal abilities, interests, and motivations and discuss how they might influence job and career selection. | RI.7.4  
SL.7.1-2  
SL.7.4-5  
L.7.1-6 |
|                       |                                   |                                                                                    | Grade 8               |
|                       |                                   | **Arizona Professional Skills**                                                 |                      |
|                       |                                   | 5.a. Functions independently within the organizational structure.  
**Career Literacy**  
1.2 Explain what is mean by “jobs” and “careers,” and examine how each tends to be distributed regionally, nationally, and globally.  
1.5 Evaluate personal abilities, interests, and motivations and discuss how they might influence job and career selection. | RI.8.1  
RI.8.4  
SL.8.1-2  
SL.8.4  
L.8.1-6 |
### 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

<table>
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</table>
| 6.E1.1 Analyze the relationship between education, income, and job opportunities within the context of the time period and region studied. | **Arizona Professional Skills**
4.b. Manages time in accordance with organizational expectations
7.E2.1 Explain how economic decisions affect the well-being of individuals, businesses, and society.
8.E1.1 Analyze the relationship between education, income, and job opportunities. | **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

<table>
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<tr>
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</tr>
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</table>
| 8.E1.1 Analyze the relationship between education, income, and job opportunities. | **Arizona Professional Skills**
3.d. Transfers knowledge and skills from one work situation to another
4.d. Performs assigned tasks with a “can do” attitude
5.a. Functions independently within the organizational structure.
8.f. Takes responsibility for one’s actions in the workplace. | **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 |
### 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.

<table>
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<th>Arizona Social Studies Standards</th>
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</thead>
<tbody>
<tr>
<td>6.E1.1 Analyze the relationship between education, income, and job opportunities [within the context of the time period and region studied.]</td>
<td>Arizona Professional Skills</td>
<td>Grade 6</td>
</tr>
<tr>
<td>8.E1.1 Analyze the relationship between education, income, and job opportunities.</td>
<td>4.a. Adheres to organizational protocol related to behavior, appearance, and communication</td>
<td>R.I.6.1</td>
</tr>
<tr>
<td></td>
<td>6.b Contributes to an environment of acceptance and inclusion that enables different cultures and generations to work together</td>
<td>R.I.6.4</td>
</tr>
<tr>
<td></td>
<td>Career Literacy</td>
<td>SL.6.1-2</td>
</tr>
<tr>
<td></td>
<td>7.1 Identify the importance of personal appearance in a variety of settings.</td>
<td>SL.4</td>
</tr>
<tr>
<td></td>
<td>Arizona Professional Skills</td>
<td>L.6.1-6</td>
</tr>
<tr>
<td></td>
<td>4.a. Adheres to organizational protocol related to behavior, appearance, and communication</td>
<td>Grade 7</td>
</tr>
<tr>
<td></td>
<td>4.e. Behaves in a way that distinguishes between personal and work-related matters.</td>
<td>R.I.7.1</td>
</tr>
<tr>
<td></td>
<td>Career Literacy</td>
<td>SL.7.4</td>
</tr>
<tr>
<td></td>
<td>6.1 Demonstrate and describe appropriate work habits and interpersonal skills needed to obtain and retain employment.</td>
<td>L.7.1-2</td>
</tr>
</tbody>
</table>

### 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

<table>
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<tbody>
<tr>
<td>NA</td>
<td>Arizona Professional Skills</td>
<td>Grade 6</td>
</tr>
<tr>
<td></td>
<td>4.a. Adheres to organizational protocol related to behavior, appearance, and communication</td>
<td>R.I.6.1</td>
</tr>
<tr>
<td></td>
<td>4.e. Behaves in a way that distinguishes between personal and work-related matters.</td>
<td>R.I.6.4</td>
</tr>
<tr>
<td></td>
<td>Career Literacy</td>
<td>SL.6.1-2</td>
</tr>
<tr>
<td></td>
<td>6.1 Demonstrate and describe appropriate work habits and interpersonal skills needed to obtain and retain employment.</td>
<td>SL.6.4-5</td>
</tr>
</tbody>
</table>

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<table>
<thead>
<tr>
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<th>Arizona Social Studies</th>
<th>Career Standards</th>
<th>Common Core ELA</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Session One: Career Planning Starts with You</strong></td>
<td>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.</td>
<td><strong>Arizona Professional Skills</strong></td>
<td><strong>Reading for Informational Text</strong></td>
</tr>
<tr>
<td><strong>Objectives:</strong></td>
<td><strong>6.E1.1 Analyze the relationship between education, income, and job opportunities within the context of the time period and region studied.</strong></td>
<td>1.B Communicates effectively in a diverse work environment.</td>
<td>RI 1</td>
</tr>
<tr>
<td>Students will:</td>
<td><strong>8.E1.1 Analyze the relationship between education, income, and job opportunities.</strong></td>
<td>2.A Commits to achieving collective goals.</td>
<td>RI 4</td>
</tr>
<tr>
<td>• Recognize career clusters that match their skills and interests.</td>
<td>• Contributes personal strengths</td>
<td>RI 7</td>
<td><strong>Speaking and Listening</strong></td>
</tr>
<tr>
<td>• Assess their soft skills and identify need for improvement.</td>
<td>• Respects contributions of Others</td>
<td>SL 1</td>
<td><strong>Language</strong></td>
</tr>
<tr>
<td>• Identify industries and jobs that offer opportunities.</td>
<td>3.D Transfers knowledge and skills from one work situation to another.</td>
<td>SL 2</td>
<td>L 3</td>
</tr>
<tr>
<td></td>
<td>7.A Navigates organizational structures and systems.</td>
<td><strong>Career Literacy</strong></td>
<td>L 4</td>
</tr>
<tr>
<td></td>
<td><strong>Career Literacy</strong></td>
<td>1.6 Identify common knowledge, skills, and abilities needed within career clusters.</td>
<td>L 6</td>
</tr>
<tr>
<td></td>
<td>1.7 Relate academic achievement and course planning to secondary opportunities.</td>
<td><strong>Speaking and Listening</strong></td>
<td><strong>Writing</strong></td>
</tr>
<tr>
<td><strong>Session Two: Making the Most of JA Inspire</strong></td>
<td>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.</td>
<td><strong>Arizona Professional Skills</strong></td>
<td><strong>Language</strong></td>
</tr>
<tr>
<td><strong>Objectives:</strong></td>
<td><strong>6.SP3.1 Define and frame compelling and supporting questions about issues and events in the time-period and region studied.</strong></td>
<td>1.A Masters core communication skills for the workplace.</td>
<td>L 3</td>
</tr>
<tr>
<td>Students will:</td>
<td><strong>7.E2.1 Explain how economic decisions affect the well-being of individuals, businesses, and society.</strong></td>
<td>• Delivers content accurately</td>
<td>L 4</td>
</tr>
<tr>
<td>• Identify companies that they want to learn more about at the JA Inspire event. Three is a good number.</td>
<td><strong>7.E2.2 Evaluate current economic issues in terms of benefits and costs for distinct groups in society.</strong></td>
<td>• Persuades others</td>
<td>L 6</td>
</tr>
<tr>
<td>• Prepare questions that they want to ask and practice asking them.</td>
<td><strong>Career Literacy</strong></td>
<td>• Uses communication style appropriate to audience and situation</td>
<td><strong>Reading for Informational Text</strong></td>
</tr>
<tr>
<td>• 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.</td>
<td><strong>2.1 Develop strategies for productive behaviors that impact critical thinking and problem-solving skills.</strong></td>
<td><strong>Speaking and Listening</strong></td>
<td>RI 1</td>
</tr>
<tr>
<td>• Express their expectations of the upcoming event.</td>
<td><strong>4.2 Use effective communication skills in person and online interactions with peers and adults from home and from diverse cultures.</strong></td>
<td><strong>Writing</strong></td>
<td>RI 4</td>
</tr>
<tr>
<td></td>
<td><strong>Language</strong></td>
<td><strong>L 4</strong></td>
<td>L 6</td>
</tr>
<tr>
<td>Session Details</td>
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<td>Career Standards</td>
<td>Common Core ELA</td>
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</tbody>
</table>
| **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.  |
| 6.E1.1 Analyze the relationship between education, income, and job opportunities within the context of the time period and region studied.  
7.E3.1 Explain the roles of buyers, sellers, and profits in product, labor, and financial markets  
8.E1.1 Analyze the relationship between education, income, and job opportunities.  |
| Arizona Professional Skills  
6.A Uses relevant intergenerational and cross-cultural communication that creates cultural synergy in the workplace.  
▪ Adapts communication style to engage diverse others  
▪ Adapts communication style to engage other generations  
3.D Transfers knowledge and skills from one work situation to another  
▪ Builds capacity to transfer skills  |
| 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.  |
| 6.E1.1 Analyze the relationship between education, income, and job opportunities within the context of the time period and region studied.  
8.E1.1 Analyze the relationship between education, income, and job opportunities.  |
| Arizona Professional Skills  
3.C Takes action supported by evidence and reasoning to explain conclusions and accomplish work.  
▪ Composes a plan  
3.B Practices inquiry and reflection (I/R) to take action in the workplace.  
▪ Maintains an attitude of openness  
▪ Explores for deeper understanding of the workplace  |
| 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  |
# Session Details

## 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.

6.SP.3.1 Define and frame compelling and supporting questions about issues and events in the time-period and region studied.

## 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.

6.E.1.1 Analyze the relationship between education, income, and job opportunities [within the context of the time period and region studied.]

8.E.1.1 Analyze the relationship between education, income, and job opportunities.

### Arizona Social Studies

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<th>Common Core ELA</th>
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<tbody>
<tr>
<td>6.SP.3.1 Define and frame compelling and supporting questions about issues and events in the time-period and region studied.</td>
<td>Arizona Professional Skills</td>
<td>Reading for Informational Text</td>
</tr>
</tbody>
</table>
| 5.D. Performs assigned tasks with a “can do” attitude | | RI 4  
RI 7 |
| Career Literacy | | Speaking and Listening |
| 1.2 Explain what is mean by “jobs” and “careers,” and examine how each tends to be distributed regionally, nationally, and globally. | | SL 1  
SL 2 |
| 7.4 Analyze the relationship between education, income, and job opportunities. | | Language |
| 6.E.1.1 Analyze the relationship between education, income, and job opportunities [within the context of the time period and region studied.] | Arizona Professional Skills | Reading for Informational Text |
| 8.E.1.1 Analyze the relationship between education, income, and job opportunities. | | RI 4  
RI 7 |
| 1.B. Communicates effectively in a diverse work environment. | Speaking and Listening | SL 1  
SL 2 |
| • Communicates with diversity in mind | Writing | W 4  
W 7 |
| 2.A Commits to achieving collective goals. | | Language |
| 4.B Manages time in accordance with organizational expectations. | | L 3  
L 4  
L 6 |
| 5.A Functions independently within the organizational structure. | | |
**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.

6.SP.3.7 Construct and present explanations using reasoning, correct sequence, examples and details with relevant information and data.

**Arizona Professional Skills**
3.D Transfers knowledge and skills from one work situation to another.
4.F Produces work that reflects professional pride.

**Career Literacy**
1.6 Identify common knowledge, skills, and abilities needed within career clusters.
1.7 Relate academic achievement and course planning to secondary opportunities.

**Common Core ELA**
- 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, L 6
<table>
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<tr>
<td><strong>Session One: Before the Event</strong></td>
<td>Students research the visiting career speaker and his or her company, and prepare questions for the speaker event.</td>
<td>6.E1.1 Analyze the relationship between education, income, and job opportunities [within the context of the time period and region studied.] 8.E1.1 Analyze the relationship between education, income, and job opportunities.</td>
<td>Arizona Professional Skills 5.D. Performs assigned tasks with a “can do” attitude 6.E1.1 Analyze the relationship between education, income, and job opportunities 8.E1.1 Analyze the relationship between education, income, and job opportunities.</td>
</tr>
<tr>
<td><strong>Objectives:</strong> Students will:</td>
<td></td>
<td></td>
<td>Reading for Informational Text RI 1 RI 4 RI 7</td>
</tr>
<tr>
<td>• Identify skills and interests.</td>
<td></td>
<td></td>
<td>Speaking and Listening SL 1 SL 2</td>
</tr>
<tr>
<td>• Recognize Career Clusters</td>
<td></td>
<td></td>
<td>Writing W 4 W 7</td>
</tr>
<tr>
<td>• Recall future high-demand occupations</td>
<td></td>
<td></td>
<td>Language L 3 L 4 L 6</td>
</tr>
<tr>
<td><strong>Session Two: During the Event</strong></td>
<td>Students learn about the guest speaker’s job experiences and stories, ask questions, and take notes.</td>
<td>6.E1.1 Analyze the relationship between education, income, and job opportunities [within the context of the time period and region studied.] 8.E1.1 Analyze the relationship between education, income, and job opportunities.</td>
<td>Arizona Professional Skills 1.B Communicates effectively in a diverse work environment. 2.A Commits to achieving collective goals. 4.B Manages time in accordance with organizational expectations 5.A Functions independently within the organizational structure.</td>
</tr>
<tr>
<td><strong>Objectives:</strong> Students will:</td>
<td></td>
<td></td>
<td>Speaking and Listening SL 1 SL 2</td>
</tr>
<tr>
<td>• Practice active listening skills.</td>
<td></td>
<td></td>
<td>Writing W 4 W 7</td>
</tr>
<tr>
<td>• Equate job responsibilities with skills and interests</td>
<td></td>
<td></td>
<td>Language L 3 L 4 L 6</td>
</tr>
<tr>
<td><strong>Session Three: After the Event</strong></td>
<td>Students reflect on what they learned during their preparation and the speaker event.</td>
<td>6.E1.1 Analyze the relationship between education, income, and job opportunities [within the context of the time period and region studied.] 8.E1.1 Analyze the relationship between education, income, and job opportunities.</td>
<td>Arizona Professional Skills 3.D Transfers knowledge and skills from one work situation to another. 4.F Produces work that reflects professional pride.</td>
</tr>
<tr>
<td><strong>Objectives:</strong> Students will:</td>
<td></td>
<td></td>
<td>Career Literacy 1.6 Identify common knowledge, skills, and abilities needed within career clusters. 1.7 Relate academic achievement and course planning to secondary opportunities.</td>
</tr>
<tr>
<td>• Recognize Career Clusters</td>
<td></td>
<td></td>
<td>Speaking and Listening SL 1 SL 2</td>
</tr>
<tr>
<td></td>
<td></td>
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<td>Writing W 2 W 4 W 7</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Language L 3 L 4 L 6</td>
</tr>
</tbody>
</table>
## 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.

### 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.

## Arizona Social Studies

- 6.SP3.1 Define and frame compelling and supporting questions about issues and events in the time-period and region studied.
- 8.C1.2 Demonstrate civic virtues that contribute to the common good and democratic principles within a variety of deliberative processes and settings.
- 8.C1.4 Engage in projects to help or inform others such as community service and service-learning projects.

## Career Standards

### Arizona Professional Skills

- 8.F Takes responsibility for one's actions in the workplace.
- 8.H Acts with integrity (honest, reliable, and trustworthy.)
  - Performs with honesty and reliability in a trustworthy manner

### Career Literacy

- 3.1 Determine an individual’s responsibility for personal actions and contributions to group activities.
- 6.2 Demonstrate and describe ethical and unethical behavior.

## Common Core ELA

### 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
### 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.

<table>
<thead>
<tr>
<th>Arizona Social Studies</th>
<th>Career Standards</th>
<th>Common Core ELA</th>
</tr>
</thead>
<tbody>
<tr>
<td>NA</td>
<td>Arizona Professional Skills</td>
<td>Reading for Informational Text</td>
</tr>
<tr>
<td></td>
<td>1.B Communicates effectively in a diverse work environment.</td>
<td>RI 1  RI 4</td>
</tr>
<tr>
<td></td>
<td>4.A Adheres to organizational protocol related to behavior, appearance, and communication.</td>
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<tr>
<td></td>
<td><strong>Career Literacy</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>4.2 Use effective communication skills in person and online interactions with peers and adults from home and from diverse cultures.</td>
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</tbody>
</table>

### 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.

<table>
<thead>
<tr>
<th>Arizona Social Studies</th>
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</tr>
</thead>
<tbody>
<tr>
<td>6.E1.1 Analyze the relationship between education, income, and job opportunities [within the context of the time period and region studied.]</td>
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</tr>
<tr>
<td>8.E1.1 Analyze the relationship between education, income, and job opportunities.</td>
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<tr>
<td><strong>Arizona Professional Skills</strong></td>
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<tr>
<td>4.F Produces work that reflects professional pride.</td>
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<tr>
<td><strong>Career Literacy</strong></td>
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<tr>
<td>4.2 Use effective communication skills in person and online interactions with peers and adults from home and from diverse cultures.</td>
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<table>
<thead>
<tr>
<th>Speaking and Listening</th>
<th>Writing</th>
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</tr>
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<tbody>
<tr>
<td>SL 1</td>
<td>W 4</td>
<td>L1</td>
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<tr>
<td>SL 2</td>
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<td>L 2</td>
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<tr>
<td>SL 4</td>
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<td>L 4</td>
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<tr>
<td>SL 6</td>
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<td>L 6</td>
</tr>
<tr>
<td>Session Details</td>
<td>Arizona Social Studies</td>
<td>Career Standards</td>
</tr>
<tr>
<td>-----------------</td>
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</tbody>
</table>
| **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:  
- Identify appropriate content for a personal brag sheet  
- Adapt personal information to interview situations.  
- Develop answers to common interview questions.  
- Recognize appropriate professional dress and demeanor for a job interview. | 6.E1.1 Analyze the relationship between education, income, and job opportunities [within the context of the time period and region studied.]  
8.E1.1 Analyze the relationship between education, income, and job opportunities. | **Arizona Professional Skills**  
1.D Foundational communication skill check points  
- Presents with confidence  
- Practices interpersonal skills  
4.E Behaves in a way that distinguishes between personal and work-related matters.  
**Career Literacy**  
4.2 Use effective communication skills in person and online interactions with peers and adults from home and from diverse cultures. | **Speaking and Listening**  
SL 1  
SL 2  
SL 4  
SL 6  
**Writing**  
W 4  
**Language**  
L 1  
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 and inappropriate uses of cell phones in the workplace.  
- Identify the effects of inappropriate usage of cell phones in the workplace.  
- Adapt cell phone behavior and functions for professional use.  
- Recognize and apply appropriate texting style for communicating in the workplace. | NA | **Arizona Professional Skills**  
4.A Adheres to organizational protocol related to behavior, appearance, and communication.  
4.E Behaves in a way that distinguishes between personal and work-related matters.  
**Career Literacy**  
4.3 Examine how communication in different cultures and generations in the workplace may result in misunderstanding.  
5.1 Explore the role of technology in the workplace.  
3.1 Determine an individual’s responsibility for personal actions and contributions to group activities. | **Speaking and Listening**  
SL 1  
SL 2  
SL 4  
SL 5  
SL 6  
**Language**  
L 1  
L 3  
L 4  
L 6 |
# 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.

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<td>NA</td>
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<td>Speaking and Listening</td>
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<tr>
<td></td>
<td>4.C Represents the organization in a positive manner</td>
<td>SL 1</td>
</tr>
<tr>
<td></td>
<td>1.A [Masters] core communication skills for the workplace.</td>
<td>SL 2</td>
</tr>
<tr>
<td></td>
<td>1.B Communicates effectively in a diverse work environment.</td>
<td>SL 4</td>
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<td></td>
<td>4.3 Examine how communication in different cultures and generations in the workplace may result in misunderstanding.</td>
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</table>

# 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.

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</tr>
<tr>
<td></td>
<td>1.D Foundational communication skill check points</td>
<td>SL 1</td>
</tr>
<tr>
<td></td>
<td>• Writes in languages required by employee</td>
<td>SL 2</td>
</tr>
<tr>
<td></td>
<td>Career Literacy</td>
<td>SL 4</td>
</tr>
<tr>
<td></td>
<td>4.4 Use digital media effectively to enhance communication.</td>
<td>SL 5</td>
</tr>
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<td></td>
<td>Writing</td>
<td>SL 6</td>
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<td>W 4</td>
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