

CCTC Career Ready Practices, NYS CDOS Standards and NYS Career and Financial Management Course Objectives

CCTC CRP: Career Ready Practices	CDOS Standards	CFM: Career and Financial Management
<ol style="list-style-type: none"> 1. Act as a responsible and contributing citizen and employee. 2. Apply appropriate academic and technical skills. 3. Attend to personal health and financial well-being. 4. Communicate clearly and effectively and with reason. 5. Consider the environmental, social and economic impacts of decisions. 6. Demonstrate creativity and innovation. 7. Employ valid and reliable research strategies. 8. Utilize critical thinking to make sense of problems and persevere in solving them. 9. Model integrity, ethical leadership and effective management. 10. Plan education and career paths aligned to personal goals. 11. Use technology to enhance productivity. 12. Work productively in teams while using cultural global competence. 	<p>Standard 1 Career Development</p> <ul style="list-style-type: none"> • Complete the development of a career plan that would permit eventual entry into a career option of their choosing • Apply decision-making skills in the selection of a career option of strong personal interest • Analyze skills and abilities required in a career option and relate them to their own skills and abilities <p>Standard 2 Integrated Learning</p> <ul style="list-style-type: none"> • Demonstrate the integration and application of academic and occupational skills in their school learning, work, and personal lives • Use academic knowledge and skills in an occupational context, and demonstrate the application of these skills by using a variety of communication techniques (e.g., sign language, pictures, videos, reports, and technology) • Research, interpret, analyze, and evaluate information and experiences a related to academic knowledge and technical skills when completing a career plan <p>Standard 3a Universal Foundation Skills</p> <ol style="list-style-type: none"> 1. Basic Skills: Use a combination of techniques to read or listen to complex information and analyze what they hear or read; convey information confidently and coherently in written or oral form; and analyze and solve mathematical problems requiring use of multiple computational skills 2. Thinking Skills: Demonstrate the ability to organize and process information and apply skills in new ways 3. Personal Qualities: Demonstrate leadership skills in setting goals, monitoring progress, and improving their performance 4. Interpersonal Skills: Communicate effectively and help others to learn a new skill 5. Technology: Apply their knowledge of technology to identify and solve problems 	<p>Topic 1: Business Systems and Economics</p> <ol style="list-style-type: none"> A. Economic systems – identify basic features of economic systems and analyze major features of the U.S. economic system. B. Business systems – compare and contrast the operation of different business structures on business organization, business functions, and resource management. <p>Topic 2: Career Planning</p> <ol style="list-style-type: none"> A. Self-assessment – assess and analyze personal talents, values, and interests as they relate to a future career. B. Career plan– create and implement a plan including the required steps to transition from education/training to a career C. Life goals – determine goals and identify steps to achieve an identified goal <p>Topic 3: The Career Selection Process</p> <ol style="list-style-type: none"> A. Changing trends and employment opportunities – recognize the relationships between job search, selection, and the current state of the economy B. Career search resources and planning – locate current information to direct the search for a career C. Career presentation package – prepare materials to demonstrate individual qualifications in the career search/acquisition process D. Job interview process – develop skills in presentation and procedures to secure a position <p>Topic 4: Career Success</p> <ol style="list-style-type: none"> A. Successful employment – recognize skills needed for success in a chosen career and how that relates to work performance to achieve individual success in the workplace <ol style="list-style-type: none"> 1. Personal qualities 2. Interpersonal skills B. Orientation/introduction to the job – appreciate how a good beginning is needed for success on the job C. Conditions affecting job productivity and satisfaction - shared responsibility between business and employee <ol style="list-style-type: none"> 1. Physical and mental health

CCTC CRP: Career Ready Practices	CDOS Standards	CFM: Career and Financial Management
	<p>6. Managing Information Use technology to acquire, organize, and communicate information by entering, modifying, retrieving, and storing data</p> <p>7. Managing Resources: Allocate resources to complete a task</p> <p>8. Systems: Demonstrate an understanding of how systems performance relates to the goals, resources, and functions of an organization</p>	<p>2. Interdependent relationships</p> <p>3. Time Management – determine importance of principles to success on the job</p> <p>D. Workplace laws and regulations</p> <p>E. Role of labor unions and/or professional organizations</p> <p>Topic 5: Financial Literacy</p> <p>A. Managing finances and budgeting</p> <p>B. Taxes – explain the role of government taxation and its effect on consumers and producers</p> <p>C. Credit – understand the necessity of establishing and maintaining credit in today’s society</p> <p>D. Credit Purchasing</p> <p>E. Insurance</p> <p>F. Consumer protection – legislation and agencies</p>

Crosswalk of CCTC Career Ready Practices, NYS CDOS Standards and NYS Career and Financial Management Course Objectives

CCTC CRP: Career Ready Practices	CDOS Standards	CFM: Career and Financial Management
<p>1. Act as a responsible and contributing citizen and employee.</p>	<p>Standard 3a Universal Foundation Skills</p> <p>3. Personal Qualities: Demonstrate leadership skills in setting goals, monitoring progress, and improving their performance</p>	<p>Topic 4: Career Success</p> <p>A. Successful employment – recognize skills needed for success in a chosen career and how that relates to work performance to achieve individual success in the workplace</p> <ol style="list-style-type: none"> 1. Personal qualities 2. Interpersonal skills <p>B. Orientation/introduction to the job – appreciate how a good beginning is needed for success on the job</p> <p>C. Conditions affecting job productivity and satisfaction - shared responsibility between business and employee</p> <ol style="list-style-type: none"> 1. Physical and mental health 2. Interdependent relationships 3. Time Management – determine importance of principles to success on the job <p>D. Workplace laws and regulations</p> <p>E. Role of labor unions and/or professional organizations</p>
<p>2. Apply appropriate academic and technical skills.</p>	<p>Standard 2 Integrated Learning</p> <ul style="list-style-type: none"> • Demonstrate the integration and application of academic and occupational skills in their school learning, work, and personal lives • Use academic knowledge and skills in an occupational context, and demonstrate the application of these skills by using a variety of communication techniques (e.g., sign language, pictures, videos, reports, and technology) • Research, interpret, analyze, and evaluate information and experiences a related to academic knowledge and technical skills when completing a career plan <p>Standard 3a Universal Foundation Skills</p> <p>1. Basic Skills: Use a combination of techniques to read or listen to complex information and analyze what they hear or read; convey information confidently and coherently in written or oral form; and analyze and solve mathematical problems requiring use of multiple computational skills</p> <p>2. Thinking Skills: Demonstrate the ability to organize and process information and apply skills in new ways</p>	<p>Topic 3: The Career Selection Process</p> <p>A. Changing trends and employment opportunities – recognize the relationships between job search, selection, and the current state of the economy</p> <p>B. Career search resources and planning – locate current information to direct the search for a career</p> <p>C. Career presentation package – prepare materials to demonstrate individual qualifications in the career search/acquisition process</p> <p>D. Job interview process – develop skills in presentation and procedures to secure a position</p>

CCTC CRP: Career Ready Practices	CDOS Standards	CFM: Career and Financial Management
<p>3. Attend to personal health and financial well-being.</p>	<p>Standard 3a Universal Foundation Skills</p> <p>2. Personal Qualities: Demonstrate leadership skills in setting goals, monitoring progress, and improving their performance</p>	<p>Topic 4: Career Success</p> <p>C. Conditions affecting job productivity and satisfaction - shared responsibility between business and employee</p> <ol style="list-style-type: none"> 1. Physical and mental health <p>Topic 5: Financial Literacy</p> <ol style="list-style-type: none"> A. Managing finances and budgeting B. Taxes – explain the role of government taxation and its effect on consumers and producers C. Credit – understand the necessity of establishing and maintaining credit in today’s society D. Credit Purchasing E. Insurance F. Consumer protection – legislation and agencies
<p>4. Communicate clearly and effectively and with reason.</p>	<p>Standard 2 Integrated Learning</p> <ul style="list-style-type: none"> • Use academic knowledge and skills in an occupational context, and demonstrate the application of these skills by using a variety of communication techniques (e.g., sign language, pictures, videos, reports, and technology) <p>Standard 3a Universal Foundation Skills</p> <ol style="list-style-type: none"> 1. Basic Skills: Use a combination of techniques to read or listen to complex information and analyze what they hear or read; convey information confidently and coherently in written or oral form; and analyze and solve mathematical problems requiring use of multiple computational skills 4. Interpersonal Skills: Communicate effectively and help others to learn a new skill 6. Managing Information Use technology to acquire, organize, and communicate information by entering, modifying, retrieving, and storing data 	<p>Topic 3: The Career Selection Process</p> <ol style="list-style-type: none"> C. Career presentation package – prepare materials to demonstrate individual qualifications in the career search/acquisition process D. Job interview process – develop skills in presentation and procedures to secure a position
<p>5. Consider the environmental, social and economic impacts of decisions.</p>	<p>Standard 3a Universal Foundation Skills</p> <ol style="list-style-type: none"> 7. Managing Resources: Allocate resources to complete a task 	<p>Topic 1: Business Systems and Economics</p> <ol style="list-style-type: none"> B. Economic systems – identify basic features of economic systems and analyze major features of the U.S. economic system. C. Business system – compare and contrast the operation of different business structures on business organization, business functions, and resource management.

CCTC CRP: Career Ready Practices	CDOS Standards	CFM: Career and Financial Management
		<p>Topic 5: Financial Literacy</p> <p>A. Managing finances and budgeting</p> <p>B. Taxes – explain the role of government taxation and its effect on consumers and producers</p> <p>C. Credit – understand the necessity of establishing and maintaining credit in today’s society</p> <p>D. Credit Purchasing</p> <p>E. Insurance</p> <p>F. Consumer protection – legislation and agencies</p>
<p>6. Demonstrate creativity and innovation.</p>	<p>Standard 3a Universal Foundation Skills</p> <p>2. Thinking Skills: Demonstrate the ability to organize and process information and apply skills in new ways</p> <p>3. Personal Qualities: Demonstrate leadership skills in setting goals, monitoring progress, and improving their performance</p> <p>5. Technology: Apply their knowledge of technology to identify and solve problems</p>	
<p>7. Employ valid and reliable research strategies.</p>	<p>Standard 2 Integrated Learning</p> <ul style="list-style-type: none"> Research, interpret, analyze, and evaluate information and experiences a related to academic knowledge and technical skills when completing a career plan <p>Standard 3a Universal Foundation Skills</p> <p>6. Managing Information Use technology to acquire, organize, and communicate information by entering, modifying, retrieving, and storing data</p>	<p>Topic 3: The Career Selection Process</p> <p>B. Career search resources and planning – locate current information to direct the search for a career</p>
<p>8. Utilize critical thinking to make sense of problems and persevere in solving them.</p>	<p>Standard 3a Universal Foundation Skills</p> <p>2. Thinking Skills: Demonstrate the ability to organize and process information and apply skills in new ways</p> <p>3. Personal Qualities: Demonstrate leadership skills in setting goals, monitoring progress, and improving their performance</p> <p>5. Technology: Apply their knowledge of technology to identify and solve problems</p>	
<p>9. Model integrity, ethical leadership and effective management.</p>	<p>Standard 3a Universal Foundation Skills</p> <p>3. Personal Qualities: Demonstrate leadership skills in setting goals, monitoring progress, and improving their performance</p>	

CCTC CRP: Career Ready Practices	CDOS Standards	CFM: Career and Financial Management
	<p>4. Interpersonal Skills: Communicate effectively and help others to learn a new skill</p> <p>7. Managing Resources: Allocate resources to complete a task</p> <p>8. Systems: Demonstrate an understanding of how systems performance relates to the goals, resources, and functions of an organization</p>	
<p>10. Plan education and career paths aligned to personal goals.</p>	<p>Standard 1 Career Development</p> <ul style="list-style-type: none"> • Complete the development of a career plan that would permit eventual entry into a career option of their choosing • Apply decision-making skills in the selection of a career option of strong personal interest • Analyze skills and abilities required in a career option and relate them to their own skills and abilities <p>Standard 2 Integrated Learning</p> <ul style="list-style-type: none"> • Research, interpret, analyze, and evaluate information and experiences a related to academic knowledge and technical skills when completing a career plan 	<p>Topic 2: Career Planning</p> <p>A. Self-assessment – assess and analyze personal talents, values, and interests as they relate to a future career.</p> <p>B. Career plan– create and implement a plan including the required steps to transition from education/training to a career</p> <p>C. Life goals – determine goals and identify steps to achieve an identified goal</p> <p>Topic 3: The Career Selection Process</p> <p>A. Changing trends and employment opportunities – recognize the relationships between job search, selection, and the current state of the economy</p> <p>B. Career search resources and planning – locate current information to direct the search for a career</p> <p>C. Career presentation package – prepare materials to demonstrate individual qualifications in the career search/acquisition process</p> <p>D. Job interview process – develop skills in presentation and procedures to secure a position</p>
<p>11. Use technology to enhance productivity.</p>	<p>Standard 3a Universal Foundation Skills</p> <p>5. Technology: Apply their knowledge of technology to identify and solve problems</p> <p>6. Managing Information Use technology to acquire, organize, and communicate information by entering, modifying, retrieving, and storing data</p>	
<p>12. Work productively in teams while using cultural global competence.</p>	<p>Standard 3a Universal Foundation Skills</p> <p>4. Interpersonal Skills: Communicate effectively and help others to learn a new skill</p> <p>8. Systems:</p>	<p>Topic 1: Business Systems and Economics</p> <p>A. Economic systems – identify basic features of economic systems and analyze major features of the U.S. economic system.</p> <p>B. Business systems – compare and contrast the operation of different business structures on business</p>

CCTC CRP: Career Ready Practices	CDOS Standards	CFM: Career and Financial Management
	Demonstrate an understanding of how systems performance relates to the goals, resources, and functions of an organization	organization, business functions, and resource management.