

Activity 22: Career Development Vocabulary

Target Audience: Grades 6-10

Objective: The students will:

- Identify the definitions of words frequently used in career planning.

| ASCA Standard | National Career Development Goal | National Career Development Guidelines |
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| Career Development Standard A: Students will acquire the skills to investigate the world of work in relation to knowledge of self and to make informed career decisions. | Career Management Goal 1: Create and manage a career plan that meets your career goals. | CM1.K2: Describe how to develop a career plan (e.g., steps and content): CM1.A2: Develop a career plan to meet your career goals. CM1.R2: Analyze your career plan and make adjustments to reflect ongoing career management needs. |

Resources and Materials:

- Career Development Vocabulary activity sheet
- Career Outlook

Leading Questions and/or Comments:

There are many terms used in career planning and the workplace that students should know. This activity can be completed individually or in small groups with the Career Outlook as a resource.

Activities:

Instruct the students to do the following:

- Find the terms in the Career Outlook using the available page numbers.
- Write a definition for the term in the space provided.
- As a class group, compare student definitions for accuracy and define the terms that do not have a page number. An answer sheet is provided with all definitions.

Making Connections:

Say to the students:

- Understanding the vocabulary of career development and employment will help you be informed.

Activity 22: Career Development Vocabulary – ANSWER SHEET

| Term | Definition |
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| Ability | What one is able to do, the power to perform a specific task. |
| Apprenticeship (p. 19) | A combination of on-the-job training with classroom training. |
| Aptitude | Ability that is innate or acquired; talent; intelligence. |
| Associate Degree | A two-year degree that prepares students for a specific career or further education. |
| Bachelor's Degree | Degree awarded to students who complete a 4-year college program. |
| Career | A course of events including all work, paid and unpaid, which are completed during a lifetime. |
| Career Pathways | Occupations within one career cluster are organized into pathways using characteristics they have in common. |
| Certificate | Awarded to students who complete short-term educational programs that are designed to lead directly to entry-level employment. |
| Concurrent/ Dual Enrollment | College level courses for students while in high school for which both high school and college credit can be earned. |
| Entrepreneur (p. 47) | One who organizes and manages a business or enterprise. |
| Entry-Level Job | A job requiring little skill or knowledge, sometimes with the potential for advancement as more skills and knowledge are acquired. |
| FAFSA (p. 56) | Free Application for Federal Student Aid. |
| Financial Aid | Grants, scholarships, work study, and loans that help pay for college. |
| GED (p. 61) | General Education Diploma The GED Tests measure the outcomes and concepts associated with a traditional four-year high school education. |
| Grant | Money to attend college that the student does NOT have to pay back. |
| Gross Monthly Income | The total income or earnings before deductions for taxes, insurance, or other expenses |
| Holland Types (p. 12) | A method of identifying personality traits which can be used in understanding the type of work within an occupation. |

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| Income | The amount of money or its equivalent received during a period of time in exchange for labor or services. |
| Interests (pp. 10-11) | Something that concerns, involves, or draws the attention of a person. |
| Knowledge | Familiarity with a particular subject. |
| Master's, Doctorate or Professional Degree | Educational awards typically requiring more than 4 years of study. |
| Net Monthly Income | Earnings after deductions or take-home pay. |
| Nontraditional Careers | An occupation in which women or men comprise 25 percent or less of its total employment. |
| Occupation | A group of jobs with common characteristics that require similar skills found in a variety of industries and organizations. |
| Payroll Deductions | Money subtracted from gross monthly income by an employer. These include things such as taxes and insurance. |
| Personality | The combination of a person's characteristics and traits that make him or her a unique human being. |
| Reliability | The ability to be dependable. |
| Responsibility | A duty or obligation. |
| Skill | A developed talent or ability through training and practice. |
| Specialization | A focus or expertise in one area. |
| Standard of Living | The level of comfort in everyday life that is enjoyed by a community, class or individual. |
| Student Loan (p. 57) | Money that is borrowed and used to attend college that the student must pay back to the lender. |
| Transferable Skill | Mastery of a skill that can be used in a variety of occupations. |
| Tuition (p. 63) | The cost to attend college for an established period of time. |
| Wage | A payment to a worker for labor or services. |
| Workplace | A person's place of employment. |

Adapted from Fincher's Technology Site.