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| **Module IV: How Do I Get There?** |
| **Topic:** Informed Decision-Making and Short-Term and Long-Term Goal Setting |
| **Objective(s): Students will:**3.0 Identify and demonstrate processes for decision making toward short and long term goals setting. |
| **Objective**: The student will recognize the importance of seeking information before making a decision |
| **Length:** One class period |
| **Materials:*** Handout – *Decision-Making Points to Remember*
* *Reaching My Goals worksheet*
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| **Description of Activities:****Decision-Making*** 1. Teacher will discuss the seven-step process to decision-making. Decision-making starts with a vision. In order to set career and personal goals, ask students to take some time to think about the knowledge they have of themselves and visualize what they want their lives to look like.

**Seven Steps to Decision-Making*** + 1. Define your problem
		2. Gather information and resources
		3. List options
		4. Weigh and compare options
		5. Make a decision
		6. Make a plan of action
		7. Evaluate the decision

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| * 1. Ask students about where they would like to live. Would moving to another city or even a state be an option? Do they want a family? What kind of work would they like to do? What would they do for leisure? What kind of lifestyle would they want? The process of answering these questions can help them develop their own personal visions. Once they have a vision, they have the raw materials than can be turned into short-term and long-term goals. The steps to making a decision can help with many types of career-related decisions. Use the following steps to help the decision process:
* Which occupation field/cluster to enter
* Which training/educational program to take
* Whether you would like to own your own business
* Deciding on a part time job while in high school
* Whether or not you want to go directly to work or college immediately after high school
* Which high school courses to take
* Whether to change jobs

Knowing what they want from life will help them to set:* Career objectives
* Personal objectives
* Community objectives
* Lifelong learning objectives
* Goals

Start with the “big picture” and then consider how setting objectives along the way will help reach the vision. You can then make decisions and plan short and long-term goals.Teacher will review the *Decision-Making Points to Remember handout to make sure students understand that a career decision now is not the only decision they will ever have in their career.*  |
| **Short-Term and Long-Term Goals Setting**1. Using the handout - *Reaching My Goals*, have the students write down two educational goals and two personal goals. After they have identified their goals, have them list steps they need to do to accomplish each goal.
2. Next, have the students identify Short- and Long-term Career goals. Then have them list steps they need to reach each goal.
3. Ask the students to share their ideas on setting educational goals and how it will help them focus on appropriate coursework and other activities in high school.
4. If possible, share some of your own experiences in goal setting.

*Teaching note:* You may need to walk around the room to ensure that students are identifying their goals. They may need some direction when listing the steps required in achieving their goals. |
| **Storing Worksheet(s):**If the students have access to AzCIS, they should save the worksheet to AzCIS using the following actions: * Sign onto AzCIS Middle School site
* Select “MY PRE-ECAP” from the top bar menu
* Select “STORED FILES AND LINKS” link
* Select “Add File Icon” from “My Files”
* Select “Upload File” and upload the completed *worksheet* to AZCIS

For students who do not have AzCIS access, it would be best if they can store the worksheet in their personal electronic folder on the school’s computer system that can be retrieved later.  |