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| **Module IV: How Do I Get There?** |
| **Topic:** My Career Action Plan |
| **Objective(s): Students will:**1. Develop a career and education plan that includes short and long-term goals, high school program of study, and postsecondary/career goals.
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| **Goal(s): Students will:**Complete their Career Action Plan  |
| **Length:** One class period |
| **Materials:** *My Career Action Plan worksheet*Access to AzCIS. |
| **Description of Activity:**1. Teachers will review the *Sample Career Action Plan* portion of the *My Career Action Plan worksheet* to guide students in filling out their own plan
2. Ask students to complete steps 1-5 of the My Career Action Plan worksheet (this activity should take up at least 30 minutes since students must think about their career plan).
3. Save the Thoughts and Reflections into AzCIS using the following steps:
* Sign onto AzCIS Middle School Site
* Move the mouse cursor over the “WHERE AM I GOING?” from the top bar menu
* Select “Make a career action plan” from the Tools drop down menu to get to the Make a career action plan page.
* Select “My career action plan” on the left side menu. Enter information into the appropriate boxes and hit the “Save Information” box. Click the “Insert Today’s Date” to enter the date.
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