

Northwest School Division

Graduation & Post-Graduation Plan



GRADE 12

"Education is the most powerful weapon which you can use to change the world"

-Nelson Mandela

The Graduation & Post-Graduation Plan for grades 9 to 12 is the work of classroom teachers like yourself who felt and believed students needed help in creating a plan for after graduation. We feel strongly, similar to the Saskatchewan Ministry of Education that “developing and maintaining a graduation and post-graduation plan will assist every student in exploring their interests, skills, values and personal traits while considering the many career pathways available to them in Saskatchewan, Canada and beyond. It will guide students in making informed decisions that impact their present and future lives” (Saskatchewan Ministry of Education. Graduation and Post-Graduation Plan. Graduation and Post-Graduation Plan, 2017.)

These resources have been created with both the classroom teacher and student in mind. Activities are supported by the top education and online career planner- myBlueprint. This allows students to access their personal plan and career/educational information anytime, anywhere. Activities can be discussed and supported in a variety of class settings, but also provides the students the freedom to explore by themselves or with their parents/guardians at home.

The content of each of the plans has been designed to provide a balanced approach in exploring a variety of post-secondary options including, but not limited to; university, college, trades/ apprenticeship, workforce and entrepreneurship. We are confident that students will be able to find relevance in the activities that have been created for them.

Grade 12 graduation & post-graduation plan checklist:

- Review and obtain personal documentation.
 - Birth certificate
 - Health Card
 - Social Insurance Number
 - Saskatchewan Photo ID
 - Driver's Licence
 - Review and obtain employment related documents
 - WHMIS Certificate
 - Food Safety Level I
 - SYA Level I and/or II
 - Further identify interests and passions and develop a description of the person you want to become.
 - Explore available occupation options and make informed post-secondary decisions.
 - Discover post-secondary options that align with personal interests
 - Review your Grade 12 course options to ensure you have the proper schedule and required prerequisites for graduation and post-secondary courses. .
 - Create one academic, personal and outgoing transitions goal per semester to work towards. These goals will be discussed at 3-Way conferences.
 - Post Secondary
 - Attend at least one scholarship and student loan information session offered at your school
 - Apply for at least two scholarships
 - Attend at least one post-secondary information session offered at the school. Gain further understanding of post-secondary opportunities and conduct a comparison of programs.
 - Trades/Apprenticeship
 - Complete Level III of your SYA Passport this year
 - Attend Try-A-Trade
 - Attend at least one post-secondary information session offered at the school.
 - Attend at least one scholarship information session offered at the school
 - Review criteria for the SYA Scholarship
 - Employment
 - If you are taking Workplace 20, upload completion of *Financial Literacy* Chapter Test
 - Search for at least 3 part-time jobs using the Saskjobs.ca website
- This graduation & post-graduation plan checklist outlines the tasks that students should complete in their grade 12 year.
 - Teacher/mentor should have students refer to this list often to track their progress
 - Students should not upload personal documents to their myBlueprint portfolios.

- Continue developing budgeting skills and identify strategies for making wise financial choices, while learning how to effectively use a credit card.
- Continue to develop personal career documentation
 - Resume & Cover letter
- Review graduation & post-graduation plans with
 - Parent(s)/Guardian(s)
 - Advisory teacher/Trusted adult
- Attend at least one graduation information session offered at the school.
- Become familiar with the process to request on line transcripts from the Ministry of Education.
- Meet with a trusted adult once regarding your post-secondary plans
- Search for at least 3 part-time jobs using the Saskjobs.ca website

- Teacher/mentor should review each piece of documentation with students to discuss the importance and where they can access the documents (use the links provided).
- Individual conversations should occur with students to confirm what documents students have and those they need to obtain.
- Students should not upload these documents to myBlueprint for privacy reasons. Students should rather have them on their person or in a safe place.

Saskatchewan Youth Apprenticeship

Welcome to the Saskatchewan Youth Apprenticeship (SYA) Program! SYA raises awareness of apprenticeship in Saskatchewan schools by helping young people discover what rewards come with being a Youth Apprentice and working in the skilled trades. SYA enhances student career development by exploring the world of opportunities skilled trades offer Saskatchewan youth. SYA is composed of three levels with four challenges in each level to be completed in Grades 10 to 12.

What are the benefits of completing SYA in high school?

Students who complete all three levels and register as an apprentice in a designated trade within five years receive the following benefits:

1. waiver of registration fee (currently \$175)
2. no charge for first level of technical training tuition
3. 300 hours of trade time credit

Grade 12 Saskatchewan Youth Apprenticeship Level III Tasks:

- Complete at least 1 PAA course
- Completion of Apprenticeship Terminology
- Complete at least one of the following intensive work related experiences:
 - Spend one full day job shadowing a tradesperson
 - Spend at least one full day with a community leader (e.g. chief, counsellor, etc)
 - Participate in a trade-related work placement for Career and Work Exploration
- Create a portfolio including apprenticeship-related learning
- Attend a career fair to collect information to compare apprenticeship training with another form of post-secondary opportunity
- Submit all documentation and final paperwork
- Request certificate

Record your Progress:

It is important that you record your progress and the completion of the above tasks in order to receive credit for Level I of Saskatchewan Youth Apprenticeship.

1. Select **Portfolios** from the tab menu in the home section.
2. Add a new portfolio (+ **Add Portfolio**) titled '**SYA LEVEL III**'. This portfolio will allow you to record your completed tasks for this level.

Check current SYA enrollments through guidance and review level III passport expectations with students. Only those students who have chosen to register need to continue with these assignments.

Check for new registrations and provide information to guidance.

Advise students of SYA Scholarship submission by April. CRP teacher or Advisory teacher must submit an application on their behalf. All work for Level I, II and III must be completed by April.

SYA Scholarship Link: <http://saskapprenticeship.ca/sya-industry-scholarships/>

Exploring the Fine Arts

Historically, the five main fine arts were painting, sculpture, architecture, music, and poetry, with performing arts including theatre and dance. Today however, the fine arts commonly include additional forms, such as film, photography, video production/editing, design, sequential art, conceptual art, and printmaking. The benefits of participating in the Fine Arts are many but here are 10 great reasons:

1. Increases creativity
2. Develops motor skills
3. Increases confidence
4. Increases capacity for visual learning
5. Strengthens problem solving skills
6. Improves focus
7. Teaches us how to collaborate
8. Learn accountability
9. Strengthens perseverance
10. Improves overall academic performance

Grade 12 Fine Arts Exploration Tasks:

- Successful completion of at least 1 Fine Arts course
- Attend one performance or show in the community and write a 1 page review
- Create a portfolio of your own personal work to showcase your talents
- Attend a career fair to collect information to compare Fine Arts training opportunities

Record your Progress:

It is important that you record your progress and the completion of the above tasks. Use myBlueprint as a way to record your work.

1. Select **Portfolios** from the tab menu in the home section.
2. Add a new portfolio (+ **Add Portfolio**) titled '*Fine Arts Exploration Grade 12*'. This portfolio will allow you to record your completed tasks for this level.

[No registration required for those students who wish to continue on with the Fine Arts Activities into grade 12.](#)

Requesting Official High School Transcripts

Official High School transcripts must be requested through the Ministry of Education online or in person. This is one of the official documents you will need when you apply to a post-secondary institution. Once the documents are requested and paid for the Ministry of Education send them directly to the post-secondary institution for you!

<https://www.k12.gov.sk.ca/etranscript/>

The screenshot shows a web browser window with the URL <https://www.k12.gov.sk.ca/etranscript/transcriptRequest.jsp>. The page title is "Request Entry" and it shows "3 of 10" items. The form is divided into two main sections: "Where would you like the transcript sent?" and "What is your situation?".

Where would you like the transcript sent?

- Saskatchewan Polytechnic (SIAST) (all four campuses)
- Apprenticeship and Trade
- University of Regina
- University of Saskatchewan
- University of Alberta
- Self (3 copies provided)

Note: you will be contacted by email if an address change is required (When self is chosen)

- Walk-In Service (Office use only)
- Other Destination

What is your situation?

- I want my transcript(s) sent as soon as possible
- I want my transcripts(s) sent at another time. Select one of the options below:
 - After November Session (Printed mid December)
 - After December Exams (Printed mid January)
 - After January Exams (Printed mid February)
 - After March Exams (Printed beginning of April)
 - After April Session (Printed end of May)
 - After May Exams (Printed mid June)
 - After June Exams (Printed mid July)
 - After Summer School (Printed beginning of August)
 - After August Exams (Printed beginning of September)

Buttons: Add to Cart, Reset

Maximum of 10 requests per application is allowed

First Request [Remove]

Postal Service : Electronic
Transcript will be sent to : University of Regina
Transcript will be sent on : As soon as possible
In Person : No

Second Request [Remove]

Postal Service : Electronic
Transcript will be sent to : University of Regina
Transcript will be sent on : After January Exams (Printed mid February)
In Person : No

Third Request [Remove]

Postal Service : Regular
Transcript will be sent to : University of British Columbia, UNDERGRADUATE ADMIS 2016 1874 EAST MALL
Transcript will be sent on : After January Exams (Printed mid February)
In Person : No

Once you have filled in your personal information you will be directed to a screen that looks like this!

1. Click the post-secondary institution
2. Click *After January Exams*
3. Add to cart
4. Click the post-secondary institution
5. Click *After June Exams*
6. Add to cart
7. Click Self
8. Click *After June exams*
9. Add to cart
10. Check out
11. Proceed with online payment

SaskJobs.ca Employment Search

Saskjobs.ca is your online database for searching and applying for full and part time work in Saskatchewan. Hundreds of employers use this website to fill openings in their business. You can search for work by occupation, by region as well as with basic key words.

Search Jobs

[Home](#) | [Search Jobs - Advanced Search](#)

Search Jobs - Advanced Search

When searching for jobs, please keep in mind some [job search safety tips](#).

Keyword(s): [Keyword Search info](#)

Job Order Number/ID:

Job Program:

Occupational Category:

Region:

*To select multiple regions, hold down the **Ctrl** key and click on the desired areas.*


[Home](#) | [Search Jobs - Advanced Search](#)

Search Jobs

Home | Search Jobs | Search Results

Search Results: 698 Available Jobs

'Occupations' restricted to [Sales and Service]

 [RSS Feed of Search Results](#)

Show jobs posted within: 1 Day 1 Week All jobs

Position	Employer	Location	Date	Jobs
Spring/Summer Yard Cleaner NOC 6661	POO CREW	REGINA	08-May-2017	1
Caregiver for Senior Woman NOC 6474	Campbell & Haliburton (Regina) Ltd.	REGINA	08-May-2017	1
Event Security Guard NOC 6651	SRG Security Resource Group Inc.	REGINA	08-May-2017	10
Sales and Financial Consultant NOC 6421	ROADWAY AUTO AND SPORTING INC.	REGINA	08-May-2017	1
Security Guard - casual/part time NOC 6651	Securitas Canada	REGINA	08-May-2017	5
Childcare Provider Private Home - NOC 6474	ALY PHEE	REGINA	08-May-2017	1

Filter By Region

- Estevan (66)
- Fort Qu'Appelle (31)
- Humboldt (18)
- Ile-A-La-Crosse (2)
- Kindersley (61)
- La Ronge (15)
- Lloydminster (20)
- Meadow Lake (13)
- Melfort (39)
- Moose Jaw (151)
- Nipawin (23)
- North Battleford (55)
- Prince Albert (144)
- Regina (698)
- Saskatoon (539)
- Swift Current (114)

myBlueprint

LOGIN INFORMATION

Username:

Password:

- The graduation & post-graduation activities have been organised into monthly tasks for the students to complete.
- Every effort has been taken to align activities to reflect what is typically happening in the high schools that month.
- Students are required to have a myBlueprint account prior to beginning these activities.
- The following activities will assist students in exploring a variety of interests and establishing a portfolio for graduation.



GRADE 12 Graduation & Post-Graduation Plan

MONTH	STUDENT ACTIVITY
September	
<p>Learning Goals:</p> <ul style="list-style-type: none"> ✓ to identify factors that have shaped who they are and are likely to shape who they become over time ✓ to explore available occupation options and make informed post-secondary decisions 	<p style="text-align: center;">ACTIVITY: Compatibility Assessment</p> <ol style="list-style-type: none"> 1. Select Who Am I? from the left hand navigation menu on your dashboard. 2. Find your Occupation Matches. To do this, click Match Results, and scroll down to view which Occupations you have been matched with based on your answers to the first five surveys. You can filter by Education Level and Career Cluster to help you find what interests you. Click Load More to see more results. 3. Complete Compatibility surveys for at least three Occupation Matches and review your results. Favourite and add attractive opportunities to your Portfolio (Note: a red heart on the icon indicates if the opportunity has been favorited). 4. Select your most attractive option, and click on the Occupation name to be taken to the Occupation Planner. Select the

	<p>Requirements tab to view the requirements for this job. What level of education does this opportunity require?</p> <p>5. Go to your Career Portfolio and find the box with your most attractive Occupation option. Write a brief reflection (How am I going to pursue this opportunity? How can I research this opportunity further? What steps do I need to take?).</p> <p><i>NOTE: The Learning Styles, Personality, Interests, Knowledge and Motivations assessments must be completed before a student can complete the Compatibility surveys.</i></p>
October	ACTIVITY: Goal Setting
<p>Learning Goal:</p> <p>✓ to learn more about your interests and passions with the added context of having completed all the Career Spectrum assessments</p> <p>3 Way conferences is a great time to discuss with students and parents the final steps to the pathway that they have chosen and the activities that correspond with that choice, as well as, post-secondary decisions that have been made and course selection for their program.</p>	<p style="text-align: center;">ACTIVITY: Goal Setting</p> <ol style="list-style-type: none"> 1. Select Goals from the menu on your dashboard and + Add Goal 2. Add ONE (1) Academic Goal (Medium term) and include an Action Plan for how you intend to achieve it. This can be around Learning Skills or to improve on a specific subject area. 3. Add this academic goal to your About Me Portfolio. 4. Add ONE (1) Personal(Medium term) and include an Action Plan for how you intend to achieve it. This can be about anything else in your life that you would like to improve. 5. Add this goal to your About Me Portfolio. 6. Add ONE (1) Outgoing Transitions (short/Medium term) and include an Action Plan for how you intend to achieve it. This can be about anything else in your life that you would like to improve. 7. Write a brief reflection about why you've set these goals (What are you trying to achieve? Why? How does it fit in a bigger plan?) 8. Be prepared to speak and share these goals at your 3 - Way Conference this month. <p style="text-align: center;">ACTIVITY: Create 2 Custom Boxes In Portfolio</p> <ol style="list-style-type: none"> 1. Select Portfolios from the top tabs on your dashboard. 2. Add a new Portfolio, give it a name (i.e. About Me or Career Portfolio), and a description.

	<ol style="list-style-type: none"> 3. Add a media box and upload a picture or video of something that best describes who you are / what is your passion / what are you proud of / who do you admire? 4. Add a title and a description. 5. Add a reflection to the box added (Why did you choose to share this? Why is it important to you?).
November	
<p>Learning Goal:</p> <ul style="list-style-type: none"> ✓ to discover Post-Secondary options that align with personal interests ✓ to compare different post-secondary pathways <p style="color: blue;">Students should be starting the activities that correspond with their pathway choice this year. Be sure to review expectations on a regular basis.</p>	<p style="text-align: center;">ACTIVITY: Post-Secondary</p> <ol style="list-style-type: none"> 1. Select Post-Secondary from the left hand navigation menu on your dashboard. 2. Select Apprenticeships, College/University or Workplace. 3. Find three opportunities from one or more pathways that interest you and click the heart icon beside the program title to add it to your list of Favourites. Use the Smart Filters to help narrow your results. 4. In the navigation menu, select FAVOURITES to review your selected program opportunities (click on the Programs tab). Click the three grey dots to the right of the opportunities you favourited today, select the Compare button, and then click the blue Compare button at the top of the screen to view the opportunities side by side. 5. Consider and compare the following: <ul style="list-style-type: none"> a. Tuition b. Program Length c. Admission Requirements d. Location e. Related Occupations 6. Rank your top three Post-Secondary opportunities by clicking and dragging them into the first, second, and third place spot. 7. Add your recently-favorited opportunities to your portfolio (e.g., Career Portfolio or About Me Portfolio) by clicking on the three grey dots to the right of the opportunity title and selecting the Compare button. 8. Add a reflection to each of the three boxes in your Portfolio (What is it about these opportunities that interests me? Why do I want to pursue this opportunity? What are the pros and cons of each one?).

	<p><i>NOTE: For additional information outlining each Post-Secondary pathway, explore the Guides & Articles section found in the navigation menu.</i></p>
<p>December</p>	
<p>Learning Goal:</p> <ul style="list-style-type: none"> ✓ to acquire basic budgeting skills and identify strategies for making wise financial choices ✓ to discover how post-secondary choices will affect current budget goals ✓ to learn how to effectively use a credit card ✓ <p>Have students update their “Brag Sheet” with work and volunteer experiences, awards & certificates. Have students review their portfolio on MBP for any experiences that may be useful to include.</p>	<p style="text-align: center;">ACTIVITY: Budgets</p> <ol style="list-style-type: none"> 1. Select Money from the navigation menu. 2. Click on Budget and Finance Guide in the top right of your screen, read the content. Write down three budgeting tips that can help you manage your money. 3. Read the content on Credit and Debit and answer the following questions in your own words: <ol style="list-style-type: none"> a. What is Credit? b. What is Interest and how does it work? c. What is Debt? 4. Click on Paying for Post-Secondary Guide, read the content and answer the following questions in your own words: <ol style="list-style-type: none"> a. What is a scholarship? b. What are bursaries and grants? c. What is a loan? d. What are the differences between these financial resources? 5. Click on + Add Budget, and add a name and description to your budget for a Post-Secondary opportunity you have favoured. Put in today’s date as Start Date. Then, click on + Add Income/Expense, Add Expense +, select the Need Ideas? Tab, then click I’m budgeting for a post-secondary program. Choose a program you favoured from the list of programs and add related expenses according to the estimates given. If you have already created a budget in myBlueprint, click on your budget, and click on + Add Income/Expense, Add Expense +, select the Need Ideas? Tab, then click I’m budgeting for a post-secondary program. Choose a program you favoured from the list of programs and add related expenses according to the estimates given.

	<p>6. Download this budget and share it budget with a trusted adult and discuss your financial options.</p>
<p>January</p>	
<p>Learning Goal:</p> <ul style="list-style-type: none"> ✓ to explore and compare various occupations in the real world ✓ to relate personal attributes to career goals 	<p style="text-align: center;">ACTIVITY: Occupation Planning</p> <ol style="list-style-type: none"> 1. Select Occupations in the ‘Work’ section from the navigation menu on your dashboard. 2. Find an Occupation option by entering an Occupation Name of interest or Keyword in the Search Bar and clicking Search. Too many options? Use the Smart Filters to help narrow your results. 3. Find 2 Occupations that you want to learn more about. Click the three dots to the right of the occupation names, select the Compare button and then click the blue Compare button at the top of the screen to view the Occupations side by side. 4. Consider and compare the following: <ul style="list-style-type: none"> a. Salary b. Level of education required c. Whether this job is a match for you based on your Who Am I results d. Your Compatibility with this option (to see this you will need to complete the Compatibility Survey) e. Potential Post-Secondary programs (if applicable) 5. Click the star icon below the Occupation Title to favourite attractive options.

	<p>6. Repeat steps 2-5 for different Occupation options. Rank your top three choices by selecting FAVOURITES in the navigation menu. Click and drag your top three choices into the slots.</p> <p>7. Add boxes to your portfolio (e.g., Career or About Me Portfolio) for your recently-favourited occupations by clicking the three dots beside each name, and selecting Add to Portfolio.</p> <p>9. Add a reflection to each of the three boxes in your Portfolio (What is it about this occupation that interests me? What are the pros and cons of each one?)</p>
February	
<p>Learning Goal:</p> <ul style="list-style-type: none"> ✓ to track experiences, dates and key information that can be helpful in a job application ✓ to identify key resume elements that strengthen an application <p>This last 3 Way conference is a great time to discuss the following:</p> <ul style="list-style-type: none"> • Application deadlines to post secondary • Have you applied and sent official transcripts? • 2nd semester course selection • Do you have the courses you need? • Graduation Fees paid? 	<p style="text-align: center;">ACTIVITY: Goal Setting</p> <ol style="list-style-type: none"> 1. Select Goals from the menu on your dashboard and + Add Goal Add ONE (1) Academic Goal (Medium term) and include an Action Plan for how you intend to achieve it. This can be around Learning Skills or to improve on a specific subject area. 2. Add this academic goal to your About Me Portfolio. 3. Add ONE (1) Personal(Medium term) and include an Action Plan for how you intend to achieve it. This can be about anything else in your life that you would like to improve. 4. Add this goal to your About Me Portfolio. 5. Add ONE (1) Outgoing Transitions (Short/medium term) and include an Action Plan for how you intend to achieve it. This can be about anything else in your life that you would like to improve. 6. Write a brief reflection about why you've set these goals (What are you trying to achieve? Why? How does it fit in a bigger plan?) Be prepared to speak and share these goals at your 3 - Way Conference this month. <p style="text-align: center;">ACTIVITY: Resumes & Cover Letters</p> <ol style="list-style-type: none"> 1. Select Resumes in the 'Work' section from the navigation menu on your dashboard.

	<ol style="list-style-type: none"> 2. Review the Resume Guide to learn more about effective resume building. Select Back to Resume in the top right corner of your screen to return to building your resume. 3. If you haven't already, add your Contact information; fill in the Education, Volunteer Experience, and Work Experience sections. As well as any Extra Curricular activities. 4. Find a job posting for one of your favourite Occupations. To do this, simply click the Work section in the navigation and select Job Search. Enter the occupation title in the search bar to find real-time job postings from Indeed.ca. You can also search other popular job sites by selecting their name below the search bar! 5. Add an Objective to your resume related to the job posting you selected. 6. Add two Achievements and two Hobbies and Interests that are related to the job posting you selected. 7. Add any additional experiences that you'd like to record 8. Share your portfolio (e.g., Career or About Me Portfolio) with a trusted adult so they can see what you've done so far.
<p>Learning Goal:</p> <ul style="list-style-type: none"> ✓ to practice self-assessment and reflection ✓ to develop or improve on time management and organization skills 	<p style="text-align: center;">ACTIVITY: Review</p> <ol style="list-style-type: none"> 1. Ensure that your goals regarding Post-Secondary opportunities are on track, if they are not; speak with your teacher or counselor so that they can help you make a plan. 2. Select Portfolios in the 'Home' section from the navigation menu. Select your portfolio (e.g., Career or About Me Portfolio) Click + Add Box, Add recent + then click Goals, select the goals you set today, and click + Add. Write a brief reflection about why you've set these goals (What are you trying to achieve? Why? How does it fit in a bigger plan?)
March	
<p>Learning Goal:</p> <ul style="list-style-type: none"> ✓ to learn more about yourself and the person you want to become - the qualities and positive traits you would like to work on 	<p style="text-align: center;">ACTIVITY: Create A Custom Box In Your Portfolio</p> <ol style="list-style-type: none"> 1. Select Portfolios from the menu on your dashboard. 2. Add a custom box to your Portfolio (e.g., Career Portfolio or About Me Portfolio) called "WHO DO I WANT TO BECOME?" and upload a picture or video of something that best describes who you want to become – this is not an occupation, but rather a character strength. 3. Add a title and a description. 4. Write a reflection about why you chose this picture or video.
April	
<p>Learning Goal:</p>	<p style="text-align: center;">ACTIVITY: Create a Journal Entry in My Portfolio</p>

MARCH

Have students update their "Brag Sheet" with work and volunteer experiences, awards & certificates. Have students review their portfolio on MBP for any experiences that may be useful to include.

Remind students that are working towards completing level III of the SYA passport that all work must be completed in order for CRP or Advisory teachers to submit scholarship application in April.

<ul style="list-style-type: none"> ✓ to be equipped for transitioning into post-secondary ✓ to reflect on their expectations for Post-Secondary <p>Levels I - III of the SYA passport work must be completed this month. Remind students that CRP or Advisory teachers must submit scholarship application this month.</p>	<ol style="list-style-type: none"> 1. Select Portfolios in the 'Home' section from the navigation menu. 2. Choose your portfolio (e.g., Career or About Me Portfolio). 3. Click + Add Box, and select Add Journal +. Create a Journal Entry. 4. Write a Journal Entry to describe what you have heard about Post-Secondary opportunities. Then answer the following questions: <ol style="list-style-type: none"> a. What are you looking forward to? b. What are you worried about? c. What are two obstacles you may face? d. How can you overcome these obstacles? <p><i>NOTE: This activity can be completed by uploading a video journal instead of writing an entry.</i></p>
<p>Learning Goal:</p> <ul style="list-style-type: none"> ✓ to identify key resume elements that strengthen an application 	<p style="text-align: center;">ACTIVITY: Cover Letters</p> <ol style="list-style-type: none"> 1. Select Cover Letters in the 'Work' section from the navigation menu on your dashboard. 2. Select the Cover Letter Guide and review the Guidelines and Tips to learn more about effective Cover Letter building. 9. Find a job posting for one of your favourite Occupations. To do this, simply click the Work section in the navigation and select Job Search. Enter the occupation title in the search bar to find real-time job postings from Indeed.ca. You can also search other popular job sites by selecting their name below the search bar! 3. Once you select your job posting, you will write a Cover Letter in response to this opportunity. Select Cover Letters in the 'Work' section from the navigation menu. From here, complete all the fields: Your Information, Employer Information, Paragraph 1, Paragraph 2, Paragraph 3, and Closing. 4. Click Preview Cover Letter at the bottom right corner of your screen to review formatting options. When you're satisfied with the presentation, click Export at the bottom right of your screen to download, email or print your completed Cover Letter. 5. Share your portfolio (e.g., Career or About Me Portfolio) with a trusted adult.
<p>May</p>	

<p>Learning Goal:</p> <ul style="list-style-type: none"> ✓ to practice self-assessment and reflection 	<p style="text-align: center;">ACTIVITY: Review Goals</p> <ol style="list-style-type: none"> 1. Ensure all goals created this year are added to your Portfolio (e.g., Career or About Me Portfolio). 2. Review the goals you created this year and write a reflection on your progress/achievement/improvements for each goal.
<p>Learning Goal:</p> <ul style="list-style-type: none"> ✓ to develop budgeting skills and identify strategies for making wise financial choices ✓ to discover how post-secondary choices will affect current budget goals 	<p style="text-align: center;">ACTIVITY: Review Budget</p> <ol style="list-style-type: none"> 1. Select Money from the navigation menu. 2. Select Budget and Finance Guide, and review the information in Budget Basics, Credit and Debit, and Paying for Post-Secondary. Write a paragraph summarizing each section in your own words. 3. Click on your budget and review the budget that is linked to your selected Post-Secondary opportunity. Adjust any income/expenses that need to be updated. 4. Select Portfolios in the 'Home' section from the navigation menu. Select your portfolio (e.g., Career or About Me Portfolio) and Click + Add Box, Add Recent + to add a box containing your Budget. Write a brief reflection concerning your financial progress. (Is your budget on track towards saving for your post-secondary opportunity? Were there any unexpected expenses incurred this year? What can you do to improve on the budget planning process moving forward?)
June	
<p>Learning Goals:</p> <ul style="list-style-type: none"> ✓ to practice self-assessment and reflection ✓ to be active participants in creating their portfolio and showcasing their story 	<p style="text-align: center;">CULMINATING ACTIVITY: My Portfolio</p> <ol style="list-style-type: none"> 1. Add 2 more custom boxes (+Add box, Add Media +) – upload images or documents or link videos of something that happened to you this year that you would like to share (i.e. field trip, job shadowing, cool project, etc). 2. Write a reflection about why you wanted to share this experience. 3. Look at your Portfolio (e.g., Career or About Me Portfolio) to review the boxes you've added and ensure each box has a reflection. 4. Ensure that you change your RBE email in your account to a personal email so you can access your materials and resumes after graduation.

3 Way Conferences - Student Outline

1) Student/ Parent/Teacher Introductions

Possible Student Dialogue:

“Hi Mr./Ms. _____ this is my (mom/dad/aunt/grandma/guardian) _____ and my (mom/dad/uncle/grandpa/guardian) _____.”

2) Introduction to myBlueprint

Possible Student Dialogue:

As you may or may not know in Advisory and many of my other classes we are using a program called myBlueprint which is an education and career planner that helps create a plan for graduation and after my graduation.

-Student should be able to login in to his/her account.

2) Describe how things are going this semester.

Possible Student Dialogue:

“This semester is going well/ not well. I have really enjoyed/disliked/struggled with _____ and _____. However, I have enjoyed/disliked/struggled with _____ and _____.”

3) Discuss some of the similarities and differences from last year at this time.

Possible Student Dialogue:

“This semester has been different from last year because _____. Although, I noticed some things are the same like _____.”

4) What are some of your strengths as a student? What are some of your weaknesses as a student?

Possible Student Dialogue:

“I feel my main strength as a student is _____. I know this is a strength because _____. One of the areas I struggle as a student is _____. I know I need to work on this because _____. My plan is to _____.”

5) How can you contribute positively in Advisory?

Possible Student Dialogue: “I feel that I already contribute in Advisory by _____. One way I could further contribute is by _____.”

6) Review your one Academic, Personal and Outgoing Transitions goal on myBlueprint.

Possible Student Dialogue:

"I would like to share my academic goals now. My first goal is _____. I plan to achieve this goal by _____. "I would like to share my personal goal now. My goal is _____. I plan to achieve this goal by_____." "I would like to share my outgoing Transitions goal now. My goal is _____. I plan to achieve this goal by_____."

7) Discussion of Graduation & Post-Graduation Plans

Possible Student Dialogue:

-Right now I am considering/have applied for the following universities/colleges and/or apprenticeship route...

-I am most excited for...

-I am worried about...

-I am still unsure of...

-Questions I have are...

8) Time for Parent Questions/Comments

Possible Student Dialogue:

-Does anyone have any questions or comments about what I have shared?"