

Workshop Agenda

3-Hour or 6-Hour* Remote Workshop Using Zoom

Getting Started – How to Plan and Launch Your Get Focused Course Using the *Career Choices/My10yearPlan.com*® Series Curriculum

As part of our *Getting Started* series, this ONLINE workshop will provide tips and strategies—along with a variety of tools and resources—that will make your course planning and implementation not only easy but, just as important, productive and rewarding for both you and your students.

Who should attend?

- Administrators supporting the course
- Guidance counselors who will advise students using the online 10-year Plans
- All of the above attending as a team

Part 1: Overview of the Curriculum Incorporating Best Practice Suggestions

- Learn an introduction to the 10-year planning process along with strategies to make implementation efficient and straightforward for both the learner and the instructor.
- Take a tour of the *Career Choices* series text (whether you are using print or the online version) along with the *Instructor's Guide* in order to understand the pedagogy of the course and the resources available.
- Discover the 10-year Plan Mobile App along with strategies for its use in counseling and advising.

Part 2: Planning Strategies for Easy and Effective Implementation

- Visit the online Teachers' Lounge to learn about the resources and the online pacing guide templates.
- Learn how to use the Online Class Agendas, which will not only save you hours and hours of planning time but also help you create a high-engagement classroom for students, whether it is in person or remote.
- Review the rubrics, checklists, and strategies that will help you create a course to match your institution's goals.

Part 3: Proven Instructional Strategies that Promote High Student Engagement

- Learn best practices for in-person or remote class sessions that will invigorate and motivate students to higher academic achievement.
- Gain ideas for academic integration that can support lost learning time and double-dose English and Math.
- Identify how to meet students' social and emotional needs by building their confidence as they become identity-achieved and plan for a productive future of their choosing.
- Review the online grading and tracking options built into My10yearPlan.com® and the reports that make overseeing your students efficient and robust.
- Review the online *Quick Start Study Guide for Implementing Your Career Choices Course* with suggested tips and strategies for getting the most out of this next-step, self-directed study option.
- Learn strategies for developing your Action Plan using the *Instructor Success Checklist*.

Expected outcomes from attending this workshop:

You will have the resources and knowledge to continue your self-directed learning and course planning so you can:

- ✓ Successfully teach a *Career Choices* series course and adapt it to meet your classroom goals and time limits.
- ✓ Implement practical and proven instructional strategies, no matter if your course is in person or online.
- ✓ Integrate career and life planning thematically with academics in order to support your school's efforts to make up for lost learning time.
- ✓ Implement a comprehensive guidance experience in the classroom, thereby supporting the social and emotional health of your students.
- ✓ Support the counseling department's efforts because students will have an online 10-year Plan that can be used for advising and academic coaching.
- ✓ Motivate students to value and take ownership of their education by reengaging, reinvigorating, and refocusing them, leading to increased completion rates.
- ✓ Help students develop a long-range vision and plan that will result in a successful transition from high school to post-secondary education or training to a career and a self-sufficient adulthood.

You'll leave this training with:

- A step-by-step walk-through of the course and online program including the resources you need to ensure success from day one
- A curriculum that helps students recognize the value of education and understand the importance of completing the post-secondary certifications and/or degrees needed to support the lifestyle they want
- A plan for your own self-directed study to enhance your learning outside of this workshop
- Pacing guides and Online Class Agendas to keep you and your students on track to complete their online 10-year Plan by the end of the course
- Most important: You'll have a strong foundation for a memorable course that students will be grateful for. That is a promise!

With your registration, each participant receives:**

- A print copy of the *Career Choices and Changes* or *Career Choices* text (your choice)
- *The Instructor's and Administrator's Guide for Career Choices and My10yearPlan.com*® (9th edition, 2021)
- Preview access to the online *Independent Study Course* (released January 2021)
- A 60-day license to the online *Teachers' Lounge* to access additional professional development resources

Plus, every participant who attends and completes this live workshop may request a 30-minute one-on-one remote brainstorming session with one of our curriculum specialists. Email: support@academicinnovations.com or call (800) 967-8016.

**Sent by mail to be received before the workshop if registration is completed at least 10 days prior

***What is the difference between the 3-hour and 6-hour session?**

Both sessions cover the same information. The differences are:

- **The 3-hour workshop** moves quickly with straightforward delivery of the foundational information and has time for discussion and questions at the end. This is for individuals who want the facts about the course and access to all of the resources to continue their self-study, course planning, and implementation on their own.

- **The 6-hour workshop** is more interactive with time included in the workshop to explore recommended online resources and work on assignments that deepen the learning, both individually and as teams (breakout rooms). This is recommended for the classroom instructor. Sessions will be held for three hours on two consecutive days, or it can be arranged as a site professional development workshop in one day with a 1-hour break for lunch.