



Careers - Goal Setting Record Sheet

Title of Unit of Work _____

Directions: As a class decide on the class goals for this unit of work

1.

2.

3.

4.

5.

6.

Directions: You may also want to decide on some personal goals. Think about goals that will help with your learning and working with others. When you completed your last unit of work, were there some areas of learning that needed improving.

1.

2.

3.

4.

5.

6.

Careers - Self Assessment Rubric

Directions: This table can be used to self assess your unit of work. Your teacher will tell you whether you should complete the rubric on your own, with the help of your teacher or with some input from the group of students you worked with. Your teacher may want you to justify your ranking.

	I need to do much better	I am nearly OK	I am doing really well
Using the Ollie’s Island CD ROM, Internet and library to research the topic.	I have not worked out successful strategies for finding answers to questions. My recorded summary does not contain the relevant information.	I need help to locate answers to some questions. My summary does not always include all the relevant information.	I am able to use the CD ROM, Internet and library to find answers to questions. I am able to summarise and record the relevant information.
Preparing and presenting my class report.	Little preparation and planning resulted in a poorly presented report that was of little interest to other students.	Better planning and preparation would have made the report more engaging.	The report was well prepared and the presentation engaged the interest of other students.
Thinking creatively, using thinking tools to find solutions to problems, and weighing up which solutions are the most effective.	I find it difficult to understand problems and issues. I don’t contribute to creative solutions because I’m worried I might be wrong.	I need to hear other people’s ideas before I can start thinking about problems and issues. I am sometimes creative. I have opinions and ideas, but can’t always provide reasons for them.	I am an independent thinker and can solve problems and issues. I can provide reasons for my thinking. I am prepared to take risks and happy to learn from my mistakes.
Working cooperatively in a group, sharing required tasks and being supportive of others in the group.	I can’t focus on tasks when working with others in a group. I try to find the easiest jobs or need to be pushed to complete tasks on time. I am reluctant to help team members.	I usually work well in a group but occasionally have disagreements. I do my share and complete most work on time. I sometimes help my team members.	I always works well with my group and allow everyone to have their say. I share tasks and always complete them on time. I encourage and help my team members.
Communicating what is required to develop a range of careers and their pathways.	I show a narrow interest in careers and the paths to reach career goals. I am not willing to explore career options and am unable to explain how people reach their goals.	I am able to explore a range of career paths to meet career goals. I am unable to demonstrate personal relevance of career path choices for my own future.	I take a strong interest in personal career goals and I understand what personal choices are available to achieve these goals. I can explain the probable journey required along different career paths.

Careers - Introducing Me Worksheet

Are your answers confidential?

YES

NO

My name, date of birth and physical details:
My best qualities are:
This is how I communicate with people:
This is how well I can write and use computers:
This is how well I can do maths:
This shows how good I am with my hands:
This is what makes me a nice person:
This is why I should be respected:
My favourite food is:
My favourite way of having fun is:

The most physical activity I do is:
What I like about school is:
What I don't like about school is:
This causes me the greatest problems:

Careers - Case Study Worksheet

Directions: Locate case studies on Ollie's Island CD ROM. Read the case study. Decide which of the sustainability categories the case study is describing. It will be unusual for a case study to include information about all categories. Describe how the case study is making the world more sustainable for one or more categories.

Title of case study _____

The industry in which the case study was done _____

How does the case study show that resources are being used in a sustainable way?

How does the case study show that the activities or processes are sustainable?

What kind of working skills are required by people in the case study?

Try and work out what kind of careers the people in the case study are involved in?

Careers - Job Advertisement Tool

Fill in this cart to help you organise your ideas for a job advertisement. You may not want all the information you have organised included in the job advertisement.

Job _____

Do I need to consider?	Yes No	What needs to be considered
Education, qualifications		
Completion of special course		
Full time or part time work		
Starting date of job		
Individual contract or award		
Pay rate		
Other benefits		
Prospect for promotion		
A description of the job		
A description of the employer		
Drivers license		
Location of job		
Able to travel		
Past experience		
Communication skills		
Writing skills		
Physical fitness		
Working in teams		
Working with public		
Police check		
When applications close		
Where to send applications		
Where to download job description		
Who to contact to make enquiries		
Other		

Careers - More About Me!

Mark on the continuum how you feel about each of the statements.

I'd rather be outside

I'd rather be inside



I like using my brain

I like using my muscles



Working hard is good

I like to veg out



I would do anything to get rich

I prefer an interesting job



I love working with people

I prefer working on my own



I love my own bed

I want to travel



I go nuts doing the same thing all the time

I like things to be predictable



I like to stay safe

I want adventure



I want to be my own boss

I want a steady job



I want to get qualifications

I think I might leave school early

I want to go to university

I rather go to TAFE

Teachers are very bossy

Teachers are trying to help me

I want to leave home as soon as possible

I'm happy to stick around home

I can make myself happy

Others make me unhappy

I am happy to get other opinions

I know what I am doing

Look at what you have decided about yourself. Out of all of the above statements, write down the six that you feel are the most important to you.

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

Me and My Career Goals

My Career Goals	What I Can do to Reach my Goals
My career goals at the age of 20	
My career goals at the age of 25	
My career goals at the age of 30	

Careers - Reflection Record Tool

Directions: Use some of these ideas and questions to reflect on your learning.

How is a sustainable world important to me?
How is a career important to me?
Is there anything I did in this unit of work that I would like to have done differently?
Did I say or do anything to someone that I would like to take back?
What did I like about my learning?
What did I try that was new?
When I do my next unit of work, what parts of my learning do I want to try harder?
What has changed about the way I think about my future career?

Educator Evaluation Form

Please fill in the answers below as a way to evaluate both the content of the Ollie's Island Program and its likely application in your classroom activities.

Your candid response will be highly appreciated and will be used when updating the Ollie's Island program and in the development of new products.

If you are short on time, please just fill in Questions 1 – 7 as they will provide us with very valuable feedback.

Please send your feedback to either; Sustain Ability International PO BOX 3051, Cotham VIC 3101 Australia. Fax: 03 9817 1466 Email: info@sustain-ability-int.com

General Questions

1. My key teaching area is:
 - Early Years (P – 4)
 - Middle Years (5 – 9)
 - Later Years (10 – 12)

2. My school location is:
 - Urban
 - Rural

3. How do you rate the content of the Ollie's Island CD ROM?
 - Excellent
 - Very Good
 - Good
 - Fair
 - Poor

4. How do you rate the functionality of the Ollie's Island CD ROM?
 - Excellent
 - Very Good
 - Good
 - Fair
 - Poor

5. How do you rate the usefulness of the Educators section?
 - Excellent
 - Very Good
 - Good
 - Fair
 - Poor

6. Will you use the Ollie's Island CD ROM in your classroom activities?
 - Yes
 - No

7. Will you recommend the Ollie's Island CD ROM to other educators?
 - Yes
 - No

Supplementary Questions

6. Did the Ollie's Island CD ROM operate properly on your school computer equipment?

- Yes No

7. If you did have problems, what were they?

9. What aspects of the CD ROM did your students find most stimulating?

11. How did the CD ROM extend your students' learning experience?

10. Did your students find any aspects of the CD ROM frustrating or difficult to comprehend? If so, what were their problems?

11. Do you have any suggestions or further comments about the CD ROM?
