



McCreary School
2023/2024

Life/Work Building (35S)

Miss. Kohlman - mkohlman@trsd.ca
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COURSE INFORMATION

Course Code: 0099
Value Credit: 0.5
Duration: Semester 2
Schedule: Days 1, 3, & 5
Time: 2:18pm – 3:30pm
Classroom: Room 8
Prerequisites: None

SUPPLIES

- 3-Ring Binder
- Loose Leaf / Coiled Notebook
- Pencil & Eraser
- Pens & Highlighter

COURSE GOALS

- Build and maintain a positive self-image.
- Interact positively and effectively with others.
- Understand the relationship between work and society/economy.
- Maintain and balance life and work roles.
- Participate in lifelong learning supportive of life/work goals.
- Explore how to secure/create and maintain work.
- Locate and effectively use life/work information.
- Understand, engage in, and manage own life/work building process.

COURSE DESCRIPTION

The goal of this class is to link what you learn in school with what happens in the real world at jobs. It helps make the transition from finishing high school to choosing the right further education easier. You'll learn and use skills that are useful for life, work, and the education or training you need after high school. This class lets you explore different jobs and show off skills that employers look for, like being a good worker, having important skills, and knowing specific job-related aspects.

YEARLY PLAN SUMMARY (TENTATIVE)

Topic	Days to Cover	Dates
Course Outline / Welcome	1	Feb 5 th
Unit 1: Personal Management	12	Feb 7 th - Mar 12 th
Unit 2: Career Exploration	4	Mar 14 th – Apr 1 st
Unit 3: Learning and Planning	4	Apr 3 rd – Apr 11 th
Unit 4: Job Seeking and Job Maintenance	8	Apr 5 th – May 6 th
Unit 5: Career and Community Experiences	10	May 8 th – June 4 th
Work Experience	TBD	TBD
FINAL PROJECT	4	Due: June 14th

ACADEMIC ASSESSMENT

Assessment will be based on a variety of activities that cater to the various learning styles of students. Individual and group projects / presentations, class discussion, assignments, daily work, and any other assigned activities will be part of the evaluation of the course. Both peer and self-assessment will be used on a number of assignments throughout the year.

For each task, you will be given a set of evaluation guidelines in order to help you put forth your best work. It is your responsibility to examine the guidelines & assignment criteria in advance to ensure you have the opportunity to ask any/all questions. Remember, if you need clarification on an assignment, please do not hesitate to ask!

Assessment will be ongoing and the work in this course will reflect the cumulative compilation of each of the topics covered. As per section 4.3 the Manitoba Provincial Report Card Policy and Guidelines Evaluation document, a percentage scale is used to report overall subject grades.

Course Work 70%
Final Project 30%

BEHAVIOURAL ASSESSMENT

Students will receive a letter grade on their report cards for the following:

- *Personal Management*: Uses class time effectively; works independently; completes homework and assignments on time.
- *Active Participation in Learning*: Participates in class activities; sets learning goals.

- *Social Responsibility:* Works well with others; resolves conflicts appropriately; respects self, others and environment; contributes in a positive way.

RULES AND EXPECTATIONS

Homework: You won't have homework every night, but when it is assigned, it is expected to be completed on time.

Absent: If you are absent, please connect with me to find out what you missed. You are also responsible for making up all missed work. If you have an excused absence on the day of a test, please make arrangements to write it when you return.

Extra Help: Extra help will always be available when you need it. I am generally available before and after school, as well as at lunch hour. Please make arrangements with me if this is something you are needing.

Technology in the Classroom: Cellular devices and any other technology must be put away during class time. There may be times where occasional use is permitted, however, this will be up to teacher discretion. Improper use may result in a loss of certain privileges.

Academic Dishonesty: Academic dishonesty, including, but not limited to inappropriate collaboration, plagiarism, and cheating is a severe offence and will be dealt with according to the policy outlined in the school handbook.

Late Policy: Incomplete work and late assignments may be deducted in marks, as per McCreary School's late policy, developed in accordance with the Provincial Assessment Policy.