

McCreary School

Transitioning to the Workplace, University, and College 45S Course Outline



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Semester: 1

Course Schedule: 1:00pm-2:12pm (Days 1, 3, & 5)

Course Designation: 45S

Credit Value: 0.5 credit

Level: Grade 12

Prerequisites: None

Course Code: 9809

Course Overview:

The realities of the contemporary workplace and the contemporary worker have changed perceptions and uses of the concept of career. Career development is now viewed as complex and multi-dimensional, involving growing through life and work—an interweaving of learning, experiencing, living, working, changing, and identifying and discovering pathways. Thus, career development can be seen as the creation of an individual's life/work designs.

Course Description:

Students will learn practical knowledge to help them transition successfully to the workplace after high school graduation or after completing post-secondary studies at a university, college, or private vocational institution. **There are no practical experiences, no work experience, or volunteering involved in this course.**

Course Specific Learning Outcomes:

The learning outcomes in this course have been developed with the understanding that students will first select one or more occupation and/or post-secondary institution in which they are interested and likely to enter, and conduct research into those, thereby completing an inquiry project. Some of the SLOs refer to “the occupation(s)” or “university or college”—that is the one that the student has selected.

Students need to become aware of the topic by exploring it. They do not need to have a comprehensive conceptual understanding of the topic. Students should end up with enough awareness of the topic to know ■ key information ■ why it is interesting or relevant to them ■ how to become better informed about it ■ how it affects apprentices and journeypersons.

Big Ideas & General Learning Outcomes:

Big Idea 1 - Health and safety are necessary to thrive in the workplace, university, and college.

GLO 1.1: Demonstrate an awareness of the physical health and safety hazards and practices typical of the occupation(s).

GLO 1.2: Demonstrate an awareness of mental health concerns, bullying, and violence in workplaces, universities, and colleges.

GLO 1.3: Demonstrate an awareness of the services that the Workers Compensation Board (WCB) offers to workers.

Big Idea 2 Each workplace is unique, complex, and competitive, so it requires specific attitudes, skills, and knowledge to enter and navigate.

GLO 2.1: Demonstrate an understanding of career planning, and the ability to apply it to own occupation(s).

GLO 2.2: Demonstrate an understanding of labour market information (LMI).

GLO 2.3: Demonstrate an understanding of job search skills, especially as they pertain to the occupation(s).

GLO 2.4: Demonstrate an understanding of entrepreneurship, especially as it pertains to the occupation(s).

GLO 2.5: Demonstrate financial literacy knowledge and skills related to pay and benefits.

GLO 2.6: Demonstrate the knowledge, attitudes, and skills required for young workers to make sustainable financial decisions.

GLO 2.7: Demonstrate an understanding of the importance of employability skills and the Government of Canada's Skills for Success.

GLO 2.8: Demonstrate an awareness of culture, and the ability to collaborate with others.

GLO 2.9: Demonstrate an awareness of the thinking skills required in the workplace.

Big Idea 3 Each occupation is complex and has unique characteristics, which potential employees need to understand in order to make informed decisions.

GLO 3.1: Demonstrate an understanding of the purpose of the occupation(s) (how it benefits society). SLO 3.1.1: Demonstrate an understanding of the purpose of the occupation(s) (how it benefits society).

GLO 3.2: Demonstrate an awareness of the accreditation (if any) associated with the occupation(s).

GLO 3.3: Demonstrate an awareness of the scope of the occupation(s).

GLO 3.4: Demonstrate an understanding of the salaries and benefits and working conditions that are typical in the occupation(s).

GLO 3.5: Demonstrate an awareness of the equipment, tools, materials, and consumables used in the occupation(s), and the importance of managing them.

GLO 3.6: Demonstrate an awareness of the evolution and technological progression in the occupation(s).

GLO 3.7: Demonstrate an awareness of the processes common to the occupation(s).

GLO 3.8: Demonstrate an awareness of the sustainability practices in the occupation(s) and their impact on the environment.

Big Idea 4 Organizations, regulations, and ethics influence the workplace.

GLO 4.1: Demonstrate an understanding of labour legislation, especially as it relates to the occupation(s).

GLO 4.2: Demonstrate an understanding of labour unions and their relationship to the occupation(s).

GLO 4.3: Demonstrate an awareness of ethics, and how it pertains to the occupation(s), university, and college.

Big Idea 5 Education and training are essential to entering into, and succeeding in, the workplace.

GLO 5.1: Demonstrate an understanding of how the cross-curricular knowledge and skills found in school subjects can be transferred to other subjects, daily life, the workplace, and post-secondary education.

GLO 5.2: Demonstrate an awareness of trades, apprenticeship, and the Red Seal Program.

GLO 5.3: Demonstrate an awareness of training opportunities for employees.

GLO 5.4: Demonstrate an awareness of community colleges and how they can help one reach one's goals.

GLO 5.5: Demonstrate an understanding of universities and how they can help one reach one's goals.

GLO 5.6: Demonstrate an understanding of private vocational institutions (PVI's), and how they can help one reach one's goals.

GLO 5.7: Demonstrate an understanding of how one can succeed in post-secondary education.

Course Required Materials:

- ✓ Binder Loose Leaf Pencils/Pens (both red and blue) Laptop USB Drive

Assessment Evaluation:

Work throughout the course is cumulative throughout the year. Marks will be assessed using both summative and formative approaches which include the following:

Class Participation/Discussions/Course Work- 70%

- Daily engagement and participation in learning through discussions in class.
- Completion of assigned work
- Daily Assignments, Projects, Homework

Tests / Final Project 30%

- Tests, quizzes, and summative assignments.
- Cumulative project that encompasses all the courses learning in a final summative project.



Classroom Expectations for Students:

- Students are expected to arrive for class on time and prepared (with all required materials).
- If a student must be absent from class, prior notice should be given, and any missed work must be completed immediately after the student returns to class. It is the student's responsibility to ensure all missed work is completed.
- This is a senior high school course, and students are expected to behave as responsible young adults. As principal duties may require my absence from class on occasion, students are expected to be able to work independently and with limited supervision. This includes being self-sufficient on occasions where I am unable to attend the start of class or am called away during scheduled class time.

All members of the classroom will:

- Commit to making the classroom a safe space, including respecting the opinions, ideas, and culture of all others.
- Respect the right of all others to learn in an environment that is free of distractions.
- Attend class regularly, on time, and prepared for all classes.
- Be Productive - Complete all work and turn it in on time.
- Homework is a part of the high school experience and is required to be completed when assigned or when projects/class work is not able to be completed in class.
- Participate to the best of your abilities in the course/class activities.
- All notes are to be kept neatly, dated and in order. Students are reminded that their notebooks are their only sources of references/study for tests and examinations.

Cell Phone Policy: Cell phones and personal devices are prohibited in class.

Plagiarism/Cheating Policy:

The school handbook outlines the expectations in regard to academic dishonesty (If at any time you are unsure about an assignment it is the student's responsibility to ask for clarification), attendance and the use of technology.