

**SCOPE AND SEQUENCE
FOR GRADES 6-12**

Career Cruising for K-12 is a web-based self-exploration and planning program that includes skill and career assessments, 4-year planning tools, post-secondary school and job market information, exploration activities, an employment guide, and more. The **My Plan** digital portfolio allows students to document each stage of their career exploration process, think critically about their options, and build an individualized future readiness plan.

Career Cruising for K-12 starts with an elementary program called **Spark!**, which integrates foundational, age-appropriate career education into the classroom. Once students enter 6th grade, the program consists of six main sections, each with a set of tools: **Assessments, Careers, Education, Financial Aid, Employment, and My Plan**. Combined, these sections help satisfy five key career guidance themes: self-awareness, career exploration, education planning, financial literacy and soft skills, and portfolio development.

Note: Activity times outlined in this document are approximate. In-depth activity guides can be found in the **Help** section of Career Cruising or the **Helpful Documents** section of the Career Advisor Management System.

6 TH GRADE		
THEME	SUGGESTED ACTIVITIES	GO DEEPER
Self-Awareness	<ul style="list-style-type: none"> Complete the first 39 questions of Matchmaker. (20-30 minutes) Complete the Learning Styles Inventory. Create a My Journal entry reflecting on the results. (30-45 minutes) 	<ul style="list-style-type: none"> <i>Classroom Discussion Question:</i> Were your assessment results what you expected? Discuss your matches with another student in class.
Career Exploration	<ul style="list-style-type: none"> Click suggested Matchmaker occupations to review Suitable for You? feedback and profiles. (15-20 minutes) Explore careers by keyword in the Careers section. (15-20 minutes) 	<ul style="list-style-type: none"> Watch one occupation profile video from each career cluster.
Portfolio Development (My Plan)	<ul style="list-style-type: none"> Save Matchmaker and Learning Styles Inventory results (and My Journal entry). Save at least one career of interest. Add at least one hobby/interest and one extracurricular activity. Add at least one short-term and one long-term goal. 	

7 TH GRADE		
THEME	SUGGESTED ACTIVITIES	GO DEEPER
Self-Awareness	<ul style="list-style-type: none"> Open previous Matchmaker results and answer more questions under Improve My Results. (20-30 minutes) 	<ul style="list-style-type: none"> <i>Classroom Discussion Question:</i> What are the educational pathways for your top three career suggestions? (Look in an occupation profile under Education.)
Career Exploration	<ul style="list-style-type: none"> Explore the top five occupations from Matchmaker results, including job description, earnings, education, sample career path, and Suitable for You? feedback. (20-30 minutes) In the Careers section, research careers by school subject. (20-30 minutes) 	<ul style="list-style-type: none"> Create a My Journal entry reflecting on why the careers saved are a good fit and questions about them.
Portfolio Development (My Plan)	<ul style="list-style-type: none"> Save Matchmaker results. Save at least one career of interest. Review and add to hobbies, extracurricular activities, and goals. 	
Financial Literacy and Life Skills	<p>The Real Game</p> <p>Unit 1: Making a Living, sessions 1-3 (3.5 to 4 hours)</p> <p>Unit 2: Quality of Life, sessions 1-2 (4.5 to 7.5 hours)</p> <p>Unit 4: Personal Journey, sessions 1, 2, and 5 (3 to 4 hours)</p>	

8 TH GRADE		
THEME	SUGGESTED ACTIVITIES	GO DEEPER
Self-Awareness	<ul style="list-style-type: none"> Start a new Matchmaker assessment and answer at least 39 questions. (20-30 minutes) Complete the My Skills assessment. (20-30 minutes) 	<ul style="list-style-type: none"> Based on My Skills results, write the top three skills to improve and ideas of how to do so.
Career Exploration	<ul style="list-style-type: none"> Click suggested Matchmaker occupations to review Suitable for You? feedback and profiles. (15-20 minutes) In the Careers section, research careers by cluster and by industry. (15-20 minutes) 	<ul style="list-style-type: none"> Complete one career planning activity and record in My Plan (attend a career fair, create a resume, etc.).
Education Planning	<ul style="list-style-type: none"> Explore the Education section in occupation profiles of interest, either new or saved. (15-20 minutes) Based on career interests and goals, select 9th grade courses using Course Planner. (time varies) 	<ul style="list-style-type: none"> Build a 4-year high school plan and share with a teacher/counselor for feedback. Write a My Journal entry about short-term and long-term career and education goals.
Portfolio Development (My Plan)	<ul style="list-style-type: none"> Save Matchmaker and My Skills results. Save two careers and two clusters of interest. Add at least one skill/ability and new hobbies and extracurricular activities. Review and add at least one short-term and one long-term goal (and a My Journal entry). 	
Financial Literacy and Life Skills	<p>The Real Game</p> <p>Unit 3: Changes and Choices, sessions 1-4 (4 hours)</p> <p>Unit 4: Personal Journey, sessions 1, 2, and 5 (3 to 4 hours)</p>	

9 TH GRADE		
THEME	SUGGESTED ACTIVITIES	GO DEEPER
Self-Awareness	<ul style="list-style-type: none"> Complete the Learning Styles Inventory and review study tips. <i>(20-30 minutes)</i> 	<ul style="list-style-type: none"> <i>Classroom Discussion Question:</i> Has your learning style changed since middle school?
Career Exploration	<ul style="list-style-type: none"> Use the Career Selector tool to research careers based on criteria and explore results. <i>(20-30 minutes)</i> Write a My Journal entry about saved and suggested careers and the pros and cons of each. <i>(15-20 minutes)</i> 	<ul style="list-style-type: none"> Using the information gathered about different careers, prepare a pamphlet, presentation, or report about one career or cluster of interest.
Education Planning	<ul style="list-style-type: none"> In the Education section, review the College Planning Timeline. <i>(10-15 minutes)</i> Explore Schools and Majors by keyword in the Education section. <i>(20-30 minutes)</i> Complete 10th grade course selection using Course Planner and review/adjust 11th and 12th grade courses. <i>(time varies)</i> 	<ul style="list-style-type: none"> Add at least one volunteer experience, work experience, award, or certificate and attach related files. Scan and add assignments.
Portfolio Development (My Plan)	<ul style="list-style-type: none"> Save Learning Styles Inventory and Career Selector results. Save at least one career of interest and a My Journal entry. Save at least two majors and two schools of interest. Add or update hobbies, extracurricular activities, and goals. 	
Financial Literacy and Life Skills	<p>The Be Real Game</p> <p>Unit 1: Time Travel: Exploring The Future, sessions 1-6 <i>(9-11 hours)</i></p>	

10 TH GRADE		
THEME	SUGGESTED ACTIVITIES	GO DEEPER
Self-Awareness	<ul style="list-style-type: none"> Start a new Matchmaker assessment and answer 116 questions. (30-40 minutes) 	<ul style="list-style-type: none"> Look at skills needed for careers of interest and make a list of skills to work toward.
Career Exploration	<ul style="list-style-type: none"> Click suggested Matchmaker occupations and review Suitable for You? feedback and profiles. (20-30 minutes) Complete one career planning activity and record it in My Plan (attend a college fair, create a resume, etc.) (time varies) 	<ul style="list-style-type: none"> Explore real-life job postings by clicking the Search for Jobs button in any occupation profile of interest.
Education Planning	<ul style="list-style-type: none"> Complete the School Selector to research schools based on criteria and explore results. (20-30 minutes) Review educational requirements for career matches and search for Schools and Majors in the Education section. (30 minutes) Complete course selection for 11th grade using Course Planner and review/adjust 12th grade courses. (time varies) 	<ul style="list-style-type: none"> Explore national and local scholarships in the Financial Aid section and save two scholarships of interest.
Portfolio Development (My Plan)	<ul style="list-style-type: none"> Save Matchmaker and School Selector results. Save at least two schools and two majors of interest. Add one additional skill, one hobby, and one extracurricular activity. Update goals and volunteer/work experience. Add one career-planning activity and attach related files (e.g. completion letter, notes). Under My Goals and Plans, update the Post-Secondary Plan. 	
Financial Literacy and Life Skills	<p>The Be Real Game Unit 2: The Personal Journey: Creating My Future, sessions 1-4, 6 (9-10 hours)</p>	

11 TH GRADE		
THEME	SUGGESTED ACTIVITIES	GO DEEPER
Self-Awareness	<ul style="list-style-type: none"> Complete the My Skills assessment. (20-30 minutes) Complete the Ability Profiler test (administered by a teacher/counselor – time varies) 	<ul style="list-style-type: none"> Based on My Skills results, write the top three skills to improve and ideas of how to do so.
Career Exploration	<ul style="list-style-type: none"> Complete one additional career planning activity and record in My Plan (job shadow, practice SAT/ACT, etc.) (time varies) Under Employment, use Job Search to look up postings of interest. (20-30 minutes) 	<ul style="list-style-type: none"> Write a My Journal entry about Job Search findings. What positions were most appealing? What experience was needed?
Education Planning	<ul style="list-style-type: none"> Complete the Financial Aid Selector and explore results. (20-30 minutes) Review and rank saved schools and majors. Complete the Post-Secondary Plan and Personal College Profile. (60-90 minutes) Complete course selection for 12th grade. (time varies) 	<ul style="list-style-type: none"> Start writing college essays using saved portfolio information.
Portfolio Development (My Plan)	<ul style="list-style-type: none"> Save My Skills, Ability Profiler, and Financial Aid Selector results. Save at least two scholarships. Save Post-Secondary Plan and Personal College Profile. Review and add hobbies, interests, extracurricular activities, goals, volunteer/work experiences, awards and certificates. Add at least one additional skill or ability. 	
Financial Literacy and Life Skills	<ul style="list-style-type: none"> Use the Resume Builder to create a resume and prepare a cover letter using tips from the Employment Guide. Save in My Files. 	

12 TH GRADE		
THEME	SUGGESTED ACTIVITIES	GO DEEPER
Self-Awareness	<ul style="list-style-type: none"> Revisit the latest Matchmaker and My Skills assessment results and career matches. <i>(20-30 minutes)</i> 	<ul style="list-style-type: none"> Re-take assessments if necessary and review results and occupation profiles in detail.
Career Exploration	<ul style="list-style-type: none"> Review Career Selector results and re-take if needed. <i>(20 minutes)</i> 	<ul style="list-style-type: none"> Review goals and write about progress and next steps in My Journal.
Education Planning	<ul style="list-style-type: none"> Review School Selector results and list of saved schools, updating ranking if needed. <i>(20-30 minutes)</i> Review Financial Aid Selector results and list of saved scholarships, updating if needed. <i>(20-30 minutes)</i> Set up College Application Tracker for each school where applying. <i>(30-45 minutes)</i> Set up scholarship and financial aid trackers. <i>(30-45 minutes)</i> Review Post-Secondary Plan and Personal College Profile. <i>(30 minutes)</i> Request transcripts and recommendation letters. <i>(time varies)</i> 	<ul style="list-style-type: none"> Review draft of college essay and revise as required.
Portfolio Development (My Plan)	<ul style="list-style-type: none"> Review and add hobbies, interests, extracurricular activities, volunteer and work experiences, awards, and certificates. 	
Financial Literacy and Life Skills	<ul style="list-style-type: none"> Update resume and cover letter and save to My Files. Review Interview Skills and Work Search sections in the Employment Guide. 	