

Career Cruising in Manitoba: Training Sessions are available across the Province!

SPRING 2017

IN-PERSON CAREER CRUISING TRAINING SESSIONS

These hands-on, interactive sessions will be offered across the province in **Brandon, Winnipeg, and Thompson**. We hope you'll be able to join us!

*****IMPORTANT TO NOTE*****

Sessions are very likely to fill quickly. There are capacity limits for each training location. Please register early to secure your spot.

WHO SHOULD ATTEND?

- ❖ Teachers, Counsellors, advisors, administrative staff and designated Administrators* for their school or school division
- ❖ Counsellors and advisors who will be reviewing and monitoring student progress toward completion
- ❖ Libraries and/or employment service centre professionals
- ❖ Individuals who have direct responsibility for working with students/clients/patrons and will be assisting those students/clients/patrons with completion of their portfolios

*If you have been designated a Career Cruising Administrator for your School, Centre, Agency, Library and/ or Government Department this means that you have been entrusted with the responsibility for the overall management of the implementation and usage of Career Cruising at your site location, including the authority to add additional administrators, administrator/Counsellors, advisors, and other staff access to the student/ client/ patron Career Cruising data and reports, manage program settings, assign end-users to various staff, map high school courses (if applicable), generate customized usage and individual/ aggregate data reports for your School, Centre, Agency, Library, etc.

CAREER CRUISING TRAINING WORKSHOPS / WINTER '17

Brandon

*****No computers available at this location. [Please bring your own laptop to this session.](#)**

Date: Monday, April 24, 2017

Full Day Session: 9:00 a.m. to 3:00 p.m.

[CLICK HERE TO REGISTER!](#)

Location: Brandon University
Faculty of Ed, Room 224
270 18th St.
Brandon, MB
R7A 6A9

Winnipeg

*****No computers available at this location. [Please bring your own laptop to this session.](#)**

Date: Tuesday, April 25, 2017

Full Day Session: 9:00am to 3:00pm

[CLICK HERE TO REGISTER!](#)

Date: Wednesday, April 26, 2017

Full Day Session: 9:00am to 3:00pm

[CLICK HERE TO REGISTER!](#)

Date: Thursday, April 27, 2017

Full Day Session: 9:00am to 3:00pm

[CLICK HERE TO REGISTER!](#)

Location: Manitoba Education and Training Learning Lab, Room 91 & 92
1567 Dublin Avenue
Winnipeg, MB
R3E 0L4

Thompson

Date: Friday, April 28, 2017

Full Day Session: 9:00am to 3:00pm

[CLICK HERE TO REGISTER!](#)

Location: R.D. Parker Collegiate, Room 125
272 Thompson Dr. N
Thompson, MB
R8N 2B5

FULL DAY Agenda 9:00am - 3:00pm (lunch from 12:00pm – 1:00pm)

9:00am - 12:00pm Morning Session

75 minutes Student/Client/Patron Perspective, Part 1

- Introduction to and tour of Career Cruising
- Using the Matchmaker career interest assessment to help identify careers/career clusters of interest
- Learning Styles Inventory (LSI)
- Exploring career profile information
- Using exploration tools to research and identify post-secondary schools/apprenticeships of interest

15 minutes Refreshment Break

30 minutes Student/Client/Patron Perspective, Part 2

- Where and how to enter and save different information
- Introduction to the Employment Section and Build My Resume

55 minutes Career Advisor Management System (CAMS)

- Where to find student/client/patron information including usernames and passwords
- How to review, monitor, and update My Plan work being completed by each student
- How to view and export/print data reports for your school/centre on key topics, such as your students' careers, career clusters, schools of interest, extracurricular activity involvement, career preparation activities, post-secondary plans, and more!
- Where to find helpful users guides, classroom activities, and other teaching resources

5 minutes Q&A

12:00-1:00pm Lunch Break - On Your Own

1:00-3:00pm Afternoon Session (2 hours)

100 minutes Possible* Topics: (*Flexible Agenda- based on attendee feedback from day of session)

- Newer Career Cruising Components and Feature Updates
- Employment Section including various Resume Formats
- Advanced Explore Schools & Careers Sections
- Parent/Guardian Accounts (for school educators grades 7-12)
- Completion Standards and Advanced Aggregate Reporting/Sorting/Query Options
- How to create, revise, export, and print data reports on key topics
- Implementation Suggestions
- Other topics of interest TBD for attendees and populations served (i.e. Spark! (K-5); The Real Game program for financial literacy; Course Planner, etc.)

20 minutes Best Practices Discussion and Wrap-Up Questions & Answers

Facilitated discussion to exchange information and share best practice ideas from around the Province