

WAYS TO HELP YOUR STUDENTS PLAN FOR THEIR POST-SECONDARY DESTINATION

Career Cruising provides tools to help your students prepare for their life after high school by supporting a variety of post-secondary destinations. Below are some ways you can help your students tap into these powerful resources.

STUDENTS ENTERING THE WORKFORCE

Using the resources in **ccSpringboard's** Employment Guide, your students will have access to information that will help them:

- Create a personal calling card along with a 60 second self-introduction
- Research employers
- Keep track of their network of contacts
- Prepare for job fairs
- Write a quality resume
- Craft engaging cover letters
- Develop interview skills
- Equip themselves for on-the-job success
- Search for jobs

The screenshot shows the 'Employment' section of the Career Cruising website. It features three main columns: 'Employment Guide', 'Job Search', and 'Build My Resume'. The 'Employment Guide' column includes a 'Learn more' button and a list of sections: Work Search, Resumes, Letter Writing, Interview Skills, Job Offers, and On the Job. The 'Job Search' column has a search form with fields for 'Job / Position' and 'Location', a 'Find Jobs' button, and a 'More Options' section with links for 'Advanced Search', 'Job Search Help', and 'Keywords for My Saved Careers'. The 'Build My Resume' column has a 'Build My Resume' button. The interface is clean and user-friendly, with a yellow header and blue accents.

STUDENTS ENLISTING IN THE MILITARY

Students who are considering a career in the military can explore **ccSpringboard's** database of military careers to learn about each individual occupation, the attributes and training required along with the service opportunities. These careers can also be saved to a student's My Plan account.

Air Traffic Controller ★ Saved to My Plan

- Overview
- Attributes & Training
- Civilian Careers
- Service Opportunities

Overview

Every day, hundreds of military airplanes and helicopters take off and land all over the world. Their movements are closely controlled in order to prevent accidents. Air traffic controllers direct the movement of aircraft into and out of military airfields. They track aircraft by radar and give voice instructions by radio.

What Personnel Do

Air traffic controllers in the military perform some or all of the following duties:

- Operate radio equipment to issue take-off, flight, and landing instructions to pilots
- Relay weather reports, airfield conditions, and safety information to pilots
- Use radar equipment to track aircraft in flight
- Plot airplane locations on charts and maps
- Compute speed, direction, and altitude of aircraft
- Maintain air traffic control records and communication logs

Work Environment

Air traffic controllers work in land-based and shipboard control centers.

Physical Demands

Normal color vision, normal hearing and a clear speaking voice are required to enter this occupation. Controllers must pass a special physical exam.

Source:
Defense Manpower Data Center, U.S. Department of Defense. 2010.

STUDENTS ATTENDING COLLEGE

Students who plan to attend college can explore a variety of post-secondary institutions through **ccSpringboard's** Education section. They can search by school name, location, major or use our school selector. Students can also explore financial aid options and search for scholarships. The College Planning Timeline helps ensure students are on track with their preparation.

Schools who subscribe to **ccAchieve** will have even more tools for their college-bound students. With ccAchieve, students can:

- Track their college and scholarship applications
- Prepare campus visit reports
- Share their personal college profile (Brag Sheet)
- Rank schools of interest
- View a calendar of school/district events
- Keep track of college application tasks
- Compare their SAT and ACT scores and their GPA to those typical of schools of interest
- Request transcripts electronically

My Education

Keep track of your post-secondary education interests.

My Saved Schools	My Saved Majors	School Selector Results
<ul style="list-style-type: none">Boston UniversityBrandeis UniversityCentral Connecticut State UniversityGateway Community CollegeHarvard University View More	<ul style="list-style-type: none">Human Services, General View More	<ul style="list-style-type: none">Undergraduate Schools <p>Updated: Aug. 21, 2013</p> View More

Application Tracker	Campus Visit Reports	Education History
<ul style="list-style-type: none">Central Connecticut State University Deadline: Sept. 21, 2012 Status: Not StartedGateway Community College Deadline: Nov. 15, 2013 Status: Not StartedHarvard University Deadline: Mar. 22, 2013 Status: Not StartedHolyoke Community College Deadline: Dec. 13, 2013 Status: Not Started View More	<ul style="list-style-type: none">Harvard University Visit Date: Aug. 3, 2013 ★ ★ ★ ★ ★ View More	<ul style="list-style-type: none">Central High School Grade 10 September 2007 - To Present View More