



Personal Learning Plan Stage One 2017 Assessment Task 3

Career Investigation and Planning

Purpose: To assess your ability to:

- Identify goals, needs and abilities in learning in and beyond NTCET in preparation for work place learning and employment skills.
- Understand and develop your capabilities: Literacy, Numeracy, Information and Communication Technology, Critical and Creative Thinking, Personal and Social Capability, Ethical Understanding and Intercultural Understanding.
- Interact with others to identify and refine your goals.
- **Description of Assessment:**
- Individually complete and reflect on a number of activities undertaken in class to assist with career choices.
- Apply the knowledge and understandings gained, by developing a folio of evidence on your ideal career choice.

Outline of Task:

- Using the job guide, university websites, employment advertisements and discussion with people in the industry (friends, family, email etc) **choose a career you either know you would like to pursue or a career in which you are interested.**
- You are required to complete a range of activities that will be provided to you in class, to help you determine who you are and what your learning and career goals and aspirations are.
- You will be given term class time to complete it, but some work outside of school is required and you are expected to continue to reflect on and review various aspects of it in your own time.
- You need to locate and present the following information for the Career you have chosen.
 - ❖ Day to day tasks of the jobs or careers. **(DP3)**
 - ❖ The rate of pay. **(DP3)**
 - ❖ The location (urban, rural, remote, overseas). **(DP3)**
 - ❖ The minimum requirements for the jobs or careers – training, courses, grades, subjects, literacy and numeracy and ICT capabilities. **(DP2) (DP3)**
 - ❖ NTCET Pathway needed to gain entrance into the career area. **(DP2) (DP3)**
 - ❖ What subjects would be advisable to take at stage 1 and/or 2 and why? **(DP2) (DP3)**
 - ❖ What ATAR score do you need to aim for? **(DP2)(DP3)**
 - ❖ Which University or TAFE College offers suitable courses in your chosen career? **(DP2) (DP3)**
 - ❖ What Personal attributes suited to the career is recommended? Do you have these attributes? Include comments from other people (family members, friends, teachers, coaches, employers) and the CDU Career Profile **(DP2) (DP3)**
 - ❖ What Learning and Personal Development goals will you need to achieve your chosen career field? List one SMART goal from each of these. Include your effective strategies to achieve these goals and potential roadblocks that you may encounter. **(DP1)**

- ❖ List the people you have interacted purposeful with when identifying and refining your goals. For each of the people involved explain in detail the role and coaching that was provided to you in identifying and refining your goals. **(DP2)**

Assessment Requirements:

This task is about you and is personal, therefore it is an individual task and you may not present it in a group.

- You must present your answer in a personal career profile of 1500 words maximum or 8 minute oral or multi modal presentation to be recorded. You must submit a videoed copy for the moderation process as well as written evidence of your oral or multi modal presentation for your evidence folio.

Assessment Criteria:

- **DP1 Identify and explore personal and learning goals and develop strategies to achieve them.**
- **DP2 Interact with others to identify and refine strategies.**
- **DP3 Develop and select capability or capabilities relevant to achieving their goals.**

You may use this checklist as a guide to work through.

Activity	✓ or X
Job Guide www.jobguide.deewr.gov.au www.careerone.com.au	
CDU Career Profile	
Federal Government Careers Website My Future www.myfuture.edu.au	
University Websites www.cdu.edu.au www.gooduni.com.au	
Career Websites www.careerfaqs.com.au www.youthcentral.vic.gov.au	
Employment Advertisements and Agencies	
Discussions with Employers.	
Interview with family member(s) – and reflection	
Interview with friend(s) – and reflection	
Literacy Skills in the Workplace	
Numeracy Skills in the Workplace	
ICT Skills in the Workplace	
Careers Worksheets	
NTCET Subjects at Stage 1 and 2 www.sace.sa.edu.au	
SATAR Booklet for University TAFE Entrance www.satc.edu.au www.vtac.edu.au www.uac.edu.au www.tsic.edu.au www.qtac.edu.au	

You will be assessed against the Stage 1 PLP Performance Standards as contained in the following rubric.