

This activity can provide students with tangible examples of methods available for career training and advancement. Suggest that students talk to people involved in different career fields and who are at different stages of their careers.

6. *Preparing for an Interview.* Based on library and Internet research and experiences of others, obtain information about effective interviewing techniques. Prepare a video that presents appropriate and inappropriate actions one might take when preparing for and participating in an interview (Chapter 2 appendix.)

This experience will not only help students better understand interviewing, they will also practice their communication skills.

FINANCIAL PLANNING CASE

Which Job? Are You Sure? (p. 72)

1. What steps might Alexia take when deciding which position to accept?

She should assess her personal values and goals in relation to the various factors for each position. In addition, Alexia might talk with people who work for these or similar organizations about the work environment and other factors.

2. What additional factors would you consider when selecting an employment position?

While answers will vary, students should provide specific responses related to current career interests and future potential career goals. Encourage students to provide specific actions that they might take to enhance their career planning activities.

3. Which employment position would you recommend for her? Why?

Answers will vary. Encourage student to provide an explanation for their responses.

CONTINUING CASE

Career Decisions (p. 73)

Questions

1. Given her current situation, identify some positive and negative aspects of her current career.

Although student responses may vary, some good answers to this question are:

- a. Positive: finds the work interesting, uses communication skills and technology tools, records business transactions, and enjoys interacting with pets and their owners.
- b. Negative: not part of management, income is a set/fixed hourly wage, and uses credit card to make ends meet.

2. What suggestions do you think Shelby should consider related to her current and future career activities.

Although student responses may vary, some good answers to this question are:

Obtain additional training or management skills

Seek a management position within the organization

Consider employment at another grooming facility

3. Describe how Shelby might use the following Personal Financial Planner sheets for career planning: Resume Worksheet and Preparing for an Interview.

Although student responses may vary, some good answers to this question are:

a. Resume Worksheet - Shelby can use this form to inventory her education, training, work background, references, and other experiences for use when preparing a resume.

b. Preparing for an Interview - Shelby can use this form to organize information and ideas for a job interview including required skills, major responsibilities, questions you expect to be asked, questions you plan to ask, etc.

DAILY SPENDING DAIRY (p.74)

This activity will help students better plan their spending for to enhance career planning and development decisions.