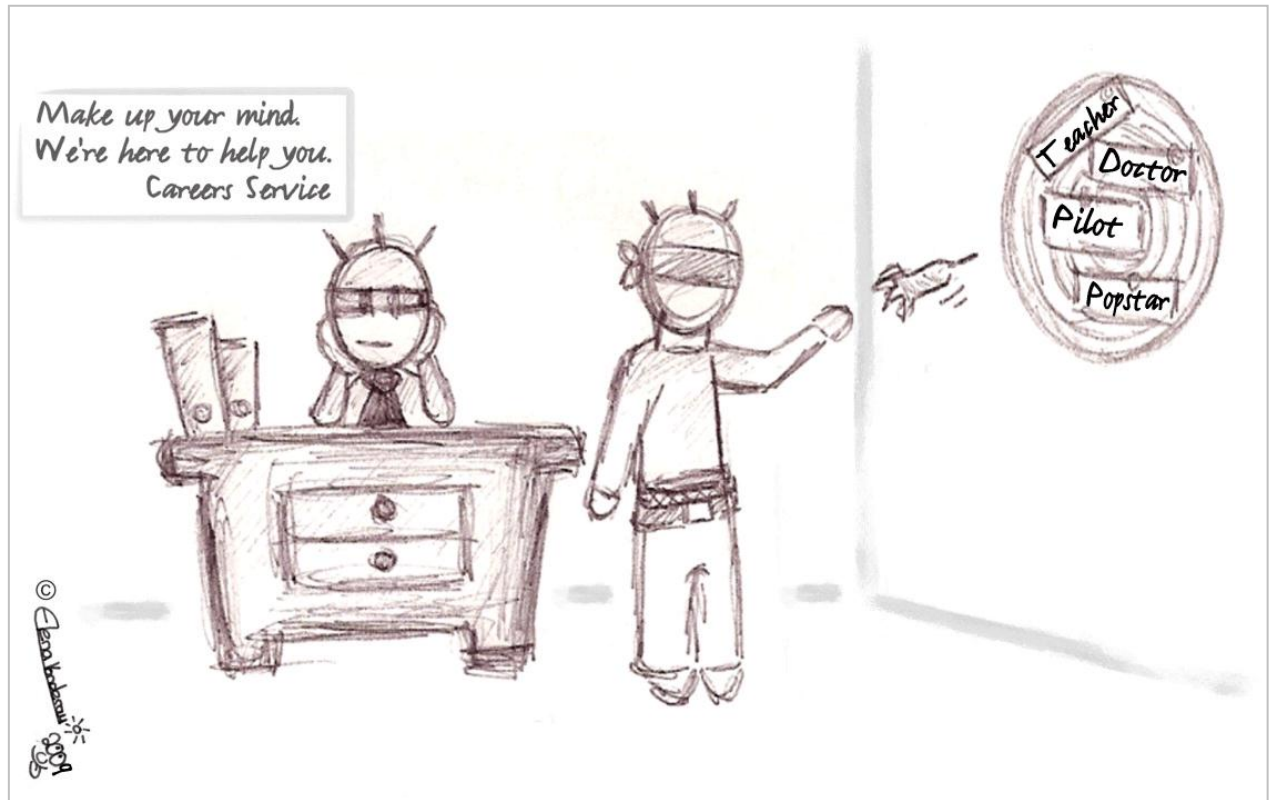


Fächerübergreifendes Projekt: Career choice**MATERIALIEN****M 1.1 Kopiervorlage: Folie/Arbeitsblatt****Cartoon**

Task: Analyse the cartoon using the instructions below.

Useful vocabulary: career counsellor, dart, dartboard, to blindfold, label, to aim at, to hit, to make a decision, to make a choice, support

A cartoon interpretation involves three steps:

- IDENTIFY the key elements in the cartoon and describe the action**
 - text elements: e.g. title, speech bubbles, caption¹, labels etc.
 - graphical elements: people, places, symbols, events, actions
- FIND THE MEANING of the various key elements**
 - What do the text elements mean, hint at, comment on ...?
 - What do the graphical elements represent?
- ANALYSE**
 - What does the cartoonist want to criticise or make fun of?

Note: Step 1 and 2 can be combined in your answer.

¹ caption: Bildunterschrift

Fächerübergreifendes Projekt: Career choice

L 1.2 Lösungen zum Arbeitsblatt M 1.2

1. Find out the English equivalents for the names of the schools and the following school leaving certificates:

Grundschule	primary school
Förderschule	special school for children with learning difficulties
Hauptschule	secondary modern school
Realschule	secondary modern school
Wirtschaftsschule	commercial school
Gymnasium	grammar school
Fachoberschule	upper vocational school
Berufsschule	part-time vocational school
Berufsoberschule	upper vocational school
Berufsfachschule	full-time vocational school
Fachschule	technical school
Fachakademie	specialised academy
Fachhochschule	university of applied sciences
Universität	university
Kunsthochschule	college of art
Qualifizierter Hauptschulabschluss	qualifying school leaving certificate
Mittlere Reife/Mittlerer Schulabschluss	Intermediate School Certificate
Fachabitur/fachgebundene Hochschulreife	Entrance qualification for a university of applied sciences
Abitur/allgemeine Hochschulreife	General Higher Education Entrance Certificate

2. Find out which options you have after grades 9, 10, 11, and 12 of the grammar school.

after grade 9	go on in grammar school, take external qualifying school leaving certificate, transfer to a 2-year commercial school; leave school for good
after grade 10	automatically or via special examination: Intermediate School Certificate; go on in grammar school; enter upper vocational school (FOS); leave school for good
after grade 11	go on in grammar school; transfer to upper vocational school (FOS); leave school for good;
after grade 12	final exam for General Higher Education Entrance Certificate

3. Find out what main difference there is between *Abitur* and *Fachabitur*.

Abitur → unrestricted entrance certificate for higher education

Fachabitur → entrance qualification for a university of applied sciences → no general access to university

4. Find three different ways to get the *Abitur* or the *Fachabitur* starting from where you are now, i.e. grade 9 of the grammar school.

- 1) continue grammar school
- 2) transfer to commercial school and pass Intermediate School Certificate → transfer to upper vocational school, pass final exam after grade 12 → Entrance qualification for a university of applied sciences (Fachabitur)
- 3) → proceed from 2) to grade 13 and pass a second foreign language → general qualification for university entrance

Fächerübergreifendes Projekt: Career choice

M 2.1 Kopiervorlage Arbeitsblatt (Seite 1)



source: www.myberufswahl.ch (modified)

How to choose the right career

There are hundreds of career options out there. How do you make a career choice when you don't really know what you want to do? You will have to put some time and energy into making your decision, but your effort will be well worth it in the end.

Choosing the right career involves several steps:

- **Collect information:**
 - **(Self-)Assessment:** Before you can make a career choice you have to learn about yourself. Your interests, skills, values and certain personality traits will make some careers especially suitable for you and others particularly inappropriate. You can use **career tests** (e.g. brochures or online tests) to work out your personality profile.
 - **Career options:** Explore and select occupations that match your personality profile by using **career descriptions / job profiles**.
- **Make a decision:**
To make a decision between the different appropriate occupations that you have found you can use a weighted **decision grid**.
- **Put your choice into action:**
The final steps are the **job application** and – if your application is successful – the **job interview**.

Fächerübergreifendes Projekt: Career choice

M 2.1 Kopiervorlage Arbeitsblatt (Seite 1)

Tasks:

- 1) Summarize in German the process of finding your dream job.
- 2) Evaluate your interests, skills, values and personality traits with the help of a career test. Decide [with your teacher] which career test you want to use, e.g.: BUS-Arbeitsheft A, *Start frei! Informationen für Schulabgänger* (Bankenverband), <http://www.mpcfakulty.net/CL/default.htm> or http://spot.pcc.edu/~rjacobs/career/new_page_5.htm .
- 3) Ask a friend or relative to take the career test for you, too, and then compare the other person's assessment with your self-assessment. It makes sense, to discuss and find reasons for the differences between your self-assessment and the 2nd evaluation.
- 4) Explore German career options/job profiles with the help of the following sources: <http://berufenet.arbeitsagentur.de/berufe/index.jsp>; *Studien- und Berufswahl* (book);
- 5) If you wish compare the occupations you have chosen to their British or American equivalents: www.career-descriptions.co.uk/complete-list-of-careers.htm (UK); <http://www.myjobsearch.com/careers/> (USA); <http://www.bls.gov/oco/> (USA).
If you can't find a direct equivalent to the German type of occupation try the following websites to find an English equivalent:
<http://careerplanning.about.com/od/occupations/tp/Careers-By-Field.htm> (USA);
<http://jobsearch.about.com/od/jobsearchbycareerfieldlist/tp/Jobsearch-By-Career-Field-List.htm> (USA)
- 6) Choose two or three suitable career options and try to make a decision with the help of a weighted decision grid (M 3.1)
- 7) Present the results of your research to the class; include the following aspects:
 - description of two occupations that suit you (job profiles; necessary professional training)
 - the reasons why they suit you (comparison of personality profile and job profile)
 - areas of the chosen occupations where you might be faced with challenges or where you need to improve your skills.



Fächerübergreifendes Projekt: Career choice

L 2.1 Lösungen zum Arbeitsblatt M 2.1 (Auswahl)

Task 1: [mögliche Lösung: Zusammenfassung des Texts]

Berufswahl – aber wie?

Es gibt hunderte von Berufsmöglichkeiten. Wie trifft man seine Berufswahl, wenn man nicht wirklich weiß, wie das geht? Du wirst einiges an Zeit und Energie in die Berufswahl investieren müssen, aber dieser Aufwand rentiert sich letztendlich wirklich.

Die Berufswahl läuft in mehreren Phasen ab:

1) Informations-/Orientierungsphase

- **Selbst- und Fremdeinschätzung**
- nach **Berufsprofilen** recherchieren und mit dem **Persönlichkeitsprofil** abgleichen

2) Entscheidungsphase: Um eine Entscheidung zur Auswahl aus den grundsätzlich geeigneten Berufen zu treffen, kann man eine **gewichtete Entscheidungsmatrix** einsetzen.

3) Realisationsphase: Der letzte Schritt ist die **schriftliche Bewerbung** und – falls diese berücksichtigt wird – das **Bewerbungsgespräch**.

Tafelbild vor Task 2:

Ein Persönlichkeitsprofil enthält z.B. folgende Bereiche:

- Interessen und Neigungen (*interests*), z.B. Freude an Musik, Arbeiten mit Menschen
- Fähigkeiten und Begabungen (*skills*), z.B. gute Kommunikationsfähigkeit
- Einstellungen (*values*), z.B. hoher Stellenwert einer eigenen Familie
- Persönlichkeitsmerkmale (*personality traits*): physische (z.B. Gesundheit), psychische (z.B. Selbstbewusstsein), qualifikatorische (z.B. Abitur) ...

Fächerübergreifendes Projekt: Career choice

M 3.1 Kopiervorlage Arbeitsblatt (Entscheidungsmatrix)

Basic skill: Decision making grid (_____)

TASK: Imagine you want to choose a career. Find three suitable alternatives and make a decision with the help of a decision grid (cf. instructions below!).

Step 1: Simple decision grid (_____)

- Choose the alternatives/options between which you want to decide. → Write them into the cells of the first row of the table (see below!).
- Choose the criteria (=decision factors) which are important for your decision. → Write them into the cells of the first column of the table.
- Score the different options on a scale between 0 (extremely bad / criterion not met); 1 (very bad); 2 (bad); 3 (acceptable); 4 (ok) and 5 (perfect).
- Enter the individual scores into the left columns below the different options.
- Sum up the score for each option and make a ranking.

Step 2: Weighted decision grid (_____)

- Decide the relative weight of each criterion according to its importance. Enter it into the grid (e.g. very important double weight x 3, important x 2)
- Multiply the individual scores for each criterion/option and enter the result into the right columns below each option.
- Sum up the weighted score for each option and make a ranking.
- Compare the result with that of the simple decision grid.

alternatives criteria/ factors	weight						
Score							
Ranking							

Fächerübergreifendes Projekt: Career choice

L 3.1 Lösung zur Kopiervorlage 3.3 (Tabelle nur als Beispiel)

Basic skill: Decision making grid (Entscheidungsmatrix)

TASK: Imagine you want to choose a career. Find three suitable alternatives and make a decision with the help of a decision grid (cf. instructions below!).

Step 1: Simple decision grid (ungewichtete Entscheidungsmatrix)

- Choose the alternatives/options between which you want to decide. → Write them into the cells of the first row of the table (see below!).
- Choose the criteria (=decision factors) which are important for your decision. → Write them into the cells of the first column of the table.
- Score the different options on a scale between 0 (extremely bad / criterion not met); 1 (very bad); 2 (bad); 3 (acceptable); 4 (ok) and 5 (perfect).
- Enter the individual scores into the left columns below the different options.
- Sum up the score for each option and make a ranking.

Step 2: Weighted decision grid (gewichtete Entscheidungsmatrix)

- Decide the relative weight of each criterion according to its importance. Enter it into the grid (e.g. very important double weight x 3, important x 2)
- Multiply the individual scores for each criterion/option and enter the result into the right columns below each option.
- Sum up the weighted score for each option and make a ranking.
- Compare the result with that of the simple decision grid.

alternatives criteria/ factors (examples)	weight	Architect		Veterinarian		Teacher	
no "Abitur" necessary	3	3	9	0	0	0	0
working with people	2	4	8	3	6	5	10
little office/desk work	1	2	2	4	4	1	1
regular working hours	2	2	4	2	4	3	6
Score		11	21	9	14	9	17
Ranking		1	1	2	2	2	3