

CAREER EDUCATION WORKBOOK



EXPLORE

YEAR 7

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Please contact admin@acce.org.au to enquire about future updates to this edition.

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Navigating Change

The next stage occurs as you start to **navigate the change**. This might be the stage that you are at right now as you adjust to the uncertainties of a new school environment, meeting new people and developing new routines. This stage often requires you to demonstrate personal qualities such as adaptability and resilience.

Learning Task 4 Compass Points

Compass points is a visible thinking routine that helps you to explore different aspects of an idea or experience. Each point on the compass represents a different way to approach your thinking about the idea or experience that is being focused on.

We are going to use this thinking routine to explore what you are currently thinking about your transition to secondary school.

N = Need to know
What do you **need to know** about starting secondary school?

E = Excited
What **excites** you about starting secondary school?

S = Suggestions moving forward
What **suggestions** do you have for starting secondary school?

W = Worrisome
What might be currently **worrying** you about starting secondary school?

Learning Task 7

My Talents and Skills

Use the table below to identify some of your skills and talents.

Try to think of at least **five** examples for each column.

Talents



Skills



As we have previously explored, adjusting to life as a secondary school student may require you to learn and develop new skills. Below is a list of some of the major obstacles or challenges that you might face in the next few years.

For each example, describe the skills that you think you might need to achieve success, and identify whether this is a skill that you have already developed, one that needs further development, or one that you need to focus on developing.

Obstacle or challenge	Skill/s required	Current skill level (tick box)
Completing homework and assessment tasks on time		☐ Developed ☐ Developing ☐ Need to develop
Meeting and working with new people		☐ Developed ☐ Developing ☐ Need to develop
Managing competing workloads for different subjects		☐ Developed ☐ Developing ☐ Need to develop
Balancing school and personal commitments		☐ Developed ☐ Developing ☐ Need to develop
Deciding on future subject or course options		☐ Developed ☐ Developing ☐ Need to develop
Finding a part-time or casual job		☐ Developed ☐ Developing ☐ Need to develop
Other (add your own):		☐ Developed ☐ Developing ☐ Need to develop

LEARNING AREA B:

Learning and Work Exploration

Year 7 Career Education – Learning and Work Exploration Checklist

Instructions:

Tick the box that best reflects how true each statement is for you **before** and **after** completing this section.

Statement	Before Learning	After Learning
I can describe how learning helps me now and in the future.	☐ Yes ☐ A bit ☐ Not yet	☐ Yes ☐ A bit ☐ Not yet
I understand that learning doesn't stop when I finish school.	☐ Yes ☐ A bit ☐ Not yet	☐ Yes ☐ A bit ☐ Not yet
I can talk about different ways people learn (e.g. school, online, on the job).	☐ Yes ☐ A bit ☐ Not yet	☐ Yes ☐ A bit ☐ Not yet
I understand what transferable skills are and how they can be used in different jobs.	☐ Yes ☐ A bit ☐ Not yet	☐ Yes ☐ A bit ☐ Not yet
I can identify some of the skills and knowledge I have gained outside of school.	☐ Yes ☐ A bit ☐ Not yet	☐ Yes ☐ A bit ☐ Not yet
I know that people have many reasons for working.	☐ Yes ☐ A bit ☐ Not yet	☐ Yes ☐ A bit ☐ Not yet
I can explain how work helps individuals, families and communities.	☐ Yes ☐ A bit ☐ Not yet	☐ Yes ☐ A bit ☐ Not yet
I understand that different types of work (e.g. full-time, casual, gig) suit different people.	☐ Yes ☐ A bit ☐ Not yet	☐ Yes ☐ A bit ☐ Not yet
I am aware that changes in society and technology can affect jobs.	☐ Yes ☐ A bit ☐ Not yet	☐ Yes ☐ A bit ☐ Not yet



Learning Task 2 *Personal Reflection*

Spend some time reflecting on the learning timeline activity.

Looking at your timeline, which learning moments feel most important to who you are today?

How do the skills you've developed in school relate to things you already enjoy or do well?

Can you think of examples where a skill you learned in one area (e.g. teamwork in sports) helped you succeed in another (e.g. group projects in school)?

How have your learning experiences helped you grow in ways you didn't expect?

Think about the skills you're practising now (like being organised or managing your time). How might these help you with your future goals? Give an example.

What skills or areas of learning on your timeline feel like they're still a challenge for you?

What's one small step you could take to tackle something that feels challenging?

Are there any skills you think you'll need in the future that you haven't started learning yet?
