

My toolbox for success



Unit
Making it real



Length:
180 minutes

About this assessment task

Students will develop a “toolbox for success” to express how they’ve refined a goal for their first post-secondary year, and the steps and strategies they’ll use to get there, including a financial budget for their first year after high school.

Learning objectives

By the end of this task, students will:

- create a revised post-secondary goal based on what they learned about themselves during this course
- select and organize information that helps refine their goal for their first post-secondary year
- develop a plan that identifies steps and strategies for working towards their initial post-secondary goal(s), addressing potential opportunities and challenges
- prepare a personal budget for their first post-secondary year

Driving question

How will I make my post-secondary goal a reality?

Future-ready skills

Organization

Goal setting

Presentation

Reflection

Xello entry point	Artifacts
<p>In order for students to be successful in this assessment task, students should complete all 8 lessons in the Making it real unit, which includes the following 5 Xello interactive lessons:</p> <ol style="list-style-type: none"> 1. Choosing a college or university 2. Program prospects 3. Getting experience 4. Workplace skills 5. Job interviews 	<p>Students will screen record or conference with their teacher to present their Toolbox for success.</p>

Assessed expectations:

Ontario career studies

A2.1 apply various decision-making strategies as they set personal, social, educational, and career/life goals, then evaluate and revise those goals based on what they learn about themselves during this course

C1.1 select and organize information related to the post-secondary options that best suit their specific interests, values, strengths, and aspirations to refine their goal(s) for their first post-secondary year

C1.2 develop a plan that identifies steps and strategies for working towards their initial post-secondary goal(s), addressing potential opportunities and challenges

C2.3 identify key considerations related to preparing a personal budget, and apply them in developing a budget for their first post-secondary year

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Teaching strategies

- 1 In preparation for this assessment task, create an **Assignment** on Xello called **My toolbox for success** and include the students' Instructions and Checkbric.
- 2 To support students in the task it's recommended that you:
 - Provide feedback on their resume and cover letter.
 - Conference with each student about their post-secondary goal to help them make refinements to their [Goal getter](#) presentation.
 - Review the interview pitch tips from the **Job interviews** lesson, which students will modify as a way to communicate their post-secondary goal
 - Demonstrate or provide a video of how to screen and audio record, unless you'd prefer to conference with your students 1:1.
 - Reshare the [Living on a budget spreadsheet](#) from the **Goal getter** lesson as an option they can use to create their own personal budget for their first post-secondary year.
- 3 Review the student friendly checkbric assessment tool as a class:
 - Describe the success criteria in more detail or show exemplars to demonstrate what "meeting expectations" looks like
- 4 Monitor your students' **Assignment** submissions through Xello.

Materials required

- Computers or tablets with internet access
- [Living on a budget spreadsheet](#)
- [Goal getter template](#)
- [Unit 4 Assessment checkbric](#)

Vocabulary

- Goals
- Aspirations
- Values
- Skills
- Interests
- Personal budget
- Post-secondary plan
- Resume
- Cover Letter
- Reference request

xello

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Student instructions

In this final unit, you looked more closely at your post-secondary options, investigated costs after high school, and learned important skills like resume writing and interviewing. You also thought critically about your own values, interests, and skills to outline a post-secondary goal. Each of these steps have helped you to move one step closer to your future career. You should hopefully feel more equipped to take on the challenges that may lie ahead. In order to maintain your momentum towards your post-secondary goal, it's important that you keep your tools and strategies organized so that you can retrieve them when they're needed.

For this assignment you will refine your Xello **About Me** profile to become your toolbox for success. By the end of this assignment you should feel confident in your plan to reach your post-secondary goal. Follow these steps to organize your toolbox for success:

- 1 Verify that your **After high school...** goal on your **About Me** profile reflects your true aspirations. Update it if needed.
- 2 Adapt the [Living on a budget spreadsheet](#) to create your own personal budget for your first post-secondary year.
- 3 Update your resume and cover letter based on feedback you've received.
- 4 Modify your interview pitch from the **Job interviews** lesson to summarize your post-secondary goal. Imagine you are expressing your post-secondary aspirations to a prospective referrer. You can think of it as a Reference Request Pitch, then add your pitch to your [Goal getter template](#).
- 5 Make any necessary changes to your [Goal getter template](#) to improve your plan towards your post-secondary goal.
- 6 Review each section of your **About Me** profile to ensure it accurately reflects who you are today. Also review your Budget spreadsheet, Resume, Cover Letter, and Goal getter template.
- 7 Deliver your Reference request pitch (step 4) aloud, while taking a screen and audio recording of your **About Me** page. Pause on areas of your profile that help to support the points in your pitch and visually capture your Toolbox for success.
- 8 Upload and submit your recording to the **My toolbox for success assignment** on Xello.