

Julian Charter School  
Course Description  
Work Experience Education

*In class instruction for a semester must be equivalent to one period each week.*

1. Economic Awareness
  - a. Consumer Math Skills
  - b. Personal Financial Budgeting (Life Skills)
  - c. Salaries/wages
  - d. Cashiering
  - e. Basic Economics
  
2. Vocational Education
  - a. Exploring Careers without College
  - b. SCANS
  - c. Skills based learning
  - d. Certification pursuits
  
3. Career Awareness
  - a. COIN
  - b. Job shadowing
  
4. Workplace Knowledge
  - a. Applications, Cover letters, and Resume Writing
  - b. Interviewing
  - c. Job hunting skills
  - d. How to get, keep, and leave a job
  - e. How to obtain a promotion
  - f. Labor Laws
  
5. Employer Expectations
  - g. Decision Making
  - h. Problem Solving
  - i. Conflict Resolution
  - j. SCANS
  - k. Respect
  
6. Work Experience / Workability
  - a. 10 hr./wk
  - b. 1 hr. of instruction
  - c. Assignments
  - d. Employer evaluation

e. time card/work hour record