

---

---

## EAE4C - Career Path Project

1. Research Report
2. Oral Presentation

### Goals:

- Write a proper research report
- Research information that will actually be useful to you
- Present to show other students all the different career paths and steps to follow
- How to write a proper e-mail

Subject: Choose a career path that interests you. This includes a college program, an apprenticeship or the work force.

Once you've chosen a career path, you must research and explain how to get there.

### **Research:**

- Colleges
- Programs
- Requirements
- Skills needed (mental and physical)
- Locations
- Potential Employers (if you have a specific business in mind, include information about the business and what it offers in your field of work)
- Pay scale
- Job availability

### **Write:**

- A Research Paper
- A proper e-mail requesting information from a potential employer or a college about a specific program. (You do not have to send it to the recipient.)

### **Present:**

- The steps required to attain your career choice via Power Point Presentation or Google Slides
- The reason for your career choice
- Information and websites you found useful

### **Include:**

- Information you found online (and cite them properly within your report)
- Statistics
- A Works Cited Page (Bibliography)

---

---

## **Research Report:**

First paragraph: Introduction to your choice

Body Paragraphs: Divide it into sub-topics

1.

a) Colleges and Programs:

- Which college is best for your career choice? Explain.
- What does your program offer?
- How will you be taught?
- What is the length of your program?

**OR**

b) Explain how to get an Apprenticeship in your field and how apprenticeships work.

2. Requirements and Skills needed
3. Potential Employers
4. Pay rates and Job Availability

Last paragraph: Conclusion

## Outline

Career Choice: \_\_\_\_\_

**Introduction:** Introductory Statement (try to catch the reader's attention.) State your choice and why. Give a job description. Briefly explain your post-secondary interests.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Body Paragraphs 4 paragraphs:** (point form for the outline)

- If you find a quotation or if you summarize or paraphrase information, indicate your sources between parentheses (sources.com).

#1: Colleges and Programs OR Apprenticeship (include pros and cons)

Colleges or Apprenticeship information	Program Description	Pros	Cons

#2: Requirements and Skills Needed

Requirements – Prerequisites	Skills Needed

#3: Potential Employers (Where could you work?)

Employers (Companies)	Company Description and location	Job description
1.		
2.		
3.		

#4: Pay Rates and Job Availability

Pay Rates (by the hour or annually – Is there a starting wage? Is there a cap wage?)	Job Availability (Abundance? Shortage?) Search: Statistics Canada and Job Bank

---

---

**Conclusion 1 paragraph:**

Summarize the main points in your arguments, in different words, but in the same order given in the Body:

---

---

---

---

Strong concluding statement to keep your reader thinking about the topic:

---

---

---

## *Writing a Structured Paragraph*

---

Every paragraph starts with a topic sentence. It introduces the topic of discussion or the topic of the question being answered. It could also be the introduction to the first, second or third argument of an essay.

1. Topic sentence (introduce your topic and/or argument)
2. Support, evidence and details are provided (there are usually 3 supporting arguments)
3. Concluding sentence (closing sentence - it can sum up the ideas within the paragraph)

### **Transitional Devices**

Transitional devices are like bridges between parts of your paper. They are cues that help the reader to interpret ideas a paper develops. Transitional devices are words or phrases that help carry a thought from one sentence to another, from one idea to another, or from one paragraph to another. And finally, transitional devices link sentences and paragraphs together smoothly so that there are no abrupt jumps or breaks between ideas.

Here is a list of some common transitional devices that can be used to cue readers in a given way.

#### **To Add:**

and, again, and then, besides, equally important, finally, further, furthermore, nor, too, next, lastly, what's more, moreover, in addition, first (second, etc.)

#### **To Compare:**

whereas, but, yet, on the other hand, however, nevertheless, on the contrary, by comparison, where, compared to, up against, balanced against, vis a vis, but, although, conversely, meanwhile, after all, in contrast, although this may be true

---

---

## Career Path Project – Guidelines for writing a research report

### **Introduction:**

- Definition of your career choice.
- Why have you chosen this career path?
- What kind of person do you think it will help you become? (qualities)
- What are you hoping to accomplish with this goal?

### **Colleges and Programs**

- Name and describe the colleges you are interested in attending
- Where are these colleges located? Which location is more beneficial to you? Does it matter?
- What is the description of your program?
- How many classes would you need to take? Is it hands on training or are you seated in a classroom?
- What is the cost of tuition? What is the cost of a year in college or in training?
- What is the duration of the program?

### **Requirements and Skills Needed**

- What are the high school requirements to enter the program and college, or training institute of choice?
- Is the college or institute looking for other specific requirements?
- What skills should you have for college or institute of choice? (mental and physical qualities)
- What skills should you have and develop for the career choice? (mental and physical qualities)
- Once you have graduated, what are the next steps in order to become certified? (Mentorship? Hours? Log Book? Training on the job? Evaluations/Observations?)

### **Potential Employers**

- Who could you work for? (location and their business objective) What company, enterprise, or business could you/would you work for?
- Choose two specific places where you could work. Why do they interest you? What are the benefits? What do they have to offer?
- Why do you think you would be a good asset to their company, business, enterprise, organization...?

## **Pay Rates and Job Availability**

- Getting a post-secondary level of education is an investment. What will that investment give you?
- Generally, what would your salary be? Look into locations you are willing to live and work in.
- Are there any jobs available in your field of work? (Statistics Canada, Job Bank, Company website)
- What is the future projection of available positions in your work field? (*hint: you could send a proper e-mail to the employer (boss) for this kind of information*)
- On the websites of your potential employers, are there any jobs available? (research under: career opportunities)

## **Conclusion:**

- After the research you've done, do you think it is still the right career path for you?
- What are the pros and cons of doing this job?
- Do you think a COOP could be beneficial? Is it possible?
- Rate the level of difficulty you think it will be to pursue this path (easy, moderate, difficult).
- Are you confident in your choice and abilities?
- Whether it is college or training life – what struggles and what successes do you envision for yourself?



## Career Path Research Project

- Make sure you are explaining how to get to your career path – what are the steps?
- You have done your research and found reliable sources.
- You have quoted, paraphrased or summarized your sources and integrated them within your research report.**
- You have identified your sources between** parentheses within your research report.  
(plagiarism = a grade of 0)
- You have written a proper e-mail:
  - Requesting information from a college, possible employer or other.
  - You have printed the e-mail.
  - You made sure your e-mail was written correctly (spelling, grammar, sentence structure...)
  - <http://www.wikihow.com/Write-a-Formal-Email>
- Completed Outline
- Typed MLA Format Final Paper
  - Introduction
  - Body – identified sub-topics
  - Conclusion
- Works Cited Page (bibliography)
- Prepared a Power Point Presentation or Google Slides
  - Point-form
  - Pictures and/or video (visuals)