

Dear Student,

Welcome to your grade 11 year at Fort Saskatchewan High School! This is an excellent time to continue exploring your interests and thinking about where you want your life to take you. By this point you should have a number of possible career choices. Don't worry, you don't have to make a career choice today! In fact, most Canadians have 7 or 8 careers in their life! Here are some reminders as you continue this exciting process!

- There are 3 general routes out of high school. Remember that you can change your mind on which direction you want to go! The 3 routes are:
  - Direct entry
  - Trades
  - Post Secondary
- Post secondary schools require English and Social at the -1 level. If you think you are capable of the -1 courses but your effort in grade 10 wasn't strong, please talk to an advisor.
- If you have taken the path of least resistance, you can upgrade while in high school. Please talk to your grad coach about what options are available to you.
- Make sure that the classes you are choosing relate to your career goals.
- Update the professional portfolio you started last year.
- Be sure to keep track of important dates.
- Make time to meet with your grad coach periodically throughout the year.

If you haven't already obtained the following, now is the time to apply for a:

- Social Insurance Number
- Drivers license / government ID
- Bank account

Sincerely,

Your Grad Coaching Team

## High School Graduation Requirements

These are the minimum requirements for a student to attain an Alberta High School Diploma. The requirements for entry into post-secondary institutions and workplaces may require additional and specific courses.

### **100 Credits Including the following:**

- **ENGLISH LANGUAGE ARTS - 30 Level (30-1, 30-2)**
- **SOCIAL STUDIES - 30 Level (30-1, 30-2)**
- **MATHEMATICS - 20 Level**
- **Science - 20 Level**
  - Science 20, 24, Biology 20, Chemistry 20, or Physics 20
- **Physical Education 10 (3 credits)**
- **Career and Life Management (3 credits)**

### **10 Credits in any Combination from:**

- Career and Technology Studies (CTS)
- Fine Arts
- Second Languages
- Physical Education 20 and/or 30
- Locally developed acquired and locally authorized courses in CTS, fine arts, second languages or Knowledge and Employability courses
- Knowledge and Employability
- Registered Apprenticeship Program

**10 Credits in any 30 - Level Course** - In Addition to a 30 - Level English Language Arts and a 30 - Level Social Studies Course as specified above

- 35 Level Locally Developed/Acquired and Locally Authorized Courses
- 3000 Series; Advanced Level in Career and Technology Studies Courses
- 35 - Level Work Experience
- One 35 - Level Knowledge and Employability Course
- 30 - Level Green Certificate Specialization

## GRADE 11 YEAR AT A GLANCE

Visit [www.myBlueprint.ca](http://www.myBlueprint.ca), and enter your email and password to log in.

### SEPTEMBER

**Learning Goals:**

To identify factors that have shaped who they are and are likely to shape who they become over time

**ACTIVITY: Motivations Assessment**

1. Select **Portfolios** from the tab menu in the home section.
2. Add a new portfolio (+ **Add Portfolio**) titled ‘About Me Portfolio’. This portfolio will allow you to showcase your interests, passions, goals, and career interest.  
*\*If you have an existing About Me portfolio you can continue building this portfolio rather than creating a new one.*
3. Select **Who Am I** from the navigation menu.
4. Complete the **Motivations** survey to receive your results.
5. Review the **full report** to learn more about your top two motivation factors and the types of opportunities that are well suited to your interests.
6. Add your Interests to your **About Me Portfolio**.
7. Write a brief **reflection** (Do you agree? Disagree? Why or why not? What did you learn?).

### OCTOBER

**Learning Goal:**

To learn more about your interests and passions with the added context of motivation factors

**ACTIVITY: Create 2 Custom Boxes In About Me Portfolio**

1. Select **Portfolios** from the tab menu on your dashboard. Select your **About Me** portfolio
2. Add 2 custom boxes (click + **Add Box**, **Add Media** +) titled “**WHO AM I?**” and upload a picture or video of something that best **describes who you are / what is your passion / what are you proud of / who do you admire?**
3. Add a title and a description.

### NOVEMBER

**Learning Goal:****ACTIVITY: Goal Setting**

<p>To learn more about creating SMART goals and action plans</p>	<ol style="list-style-type: none"> <li>1. Select <b>Goals</b> from the tab menu on your dashboard and + <b>Add Goal</b>.</li> <li>2. Add <b>ONE (1) Academic Goal (short term)</b> and include an Action Plan for how you intend to achieve it. This can be around Learning Skills or to improve on a specific subject area.</li> <li>3. Add this academic goal to your <b>About Me Portfolio</b>.</li> <li>4. Add <b>ONE (1) Other Goal (short or medium term)</b> and include an Action Plan for how you intend to achieve them. This could be anything you would like to improve on.</li> <li>5. Add this goal to your <b>About Me Portfolio</b>.</li> <li>6. Write a brief <b>reflection</b> about why you've set these goals (What are you trying to achieve? Why? How does it fit in a bigger plan?).</li> </ol>
<p><b>Learning Goal:</b> To learn more about yourself and the person you want to become - the qualities and positive traits you would like to work on</p>	<p><b>ACTIVITY: Create A Custom Box In About Me Portfolio</b></p> <ol style="list-style-type: none"> <li>1. Select <b>Portfolios</b> from the menu on your dashboard. Click on your <b>About Me</b> portfolio.</li> <li>2. Add a <b>Custom Box</b> (click + <b>Add Box</b>, <b>Add Media</b> +) called "<b>WHO DO I WANT TO BECOME?</b>" and upload a picture or video of something that best <b>describes who you want to become – this is not an occupation, but rather a character strength</b>.</li> <li>3. Add a title and a description.</li> </ol>

<b>DECEMBER</b>	
<p><b>Learning Goal:</b> To start tracking experiences, dates and key information</p> <p>To identify key resume elements that strengthen an application</p>	<p><b>ACTIVITY: Resumes &amp; Cover Letters</b></p> <ol style="list-style-type: none"> <li>1. Select <b>Resumes</b> from the navigation menu on your dashboard in the 'Work' section.</li> <li>2. Review the <b>Resume Guide</b> to learn more about effective resume building.</li> <li>3. If you haven't already, add your <b>Contact</b> information; fill in the <b>Education</b> section, and <b>Extra Curricular</b> activities.</li> <li>4. Identify a Job Posting (Select the <b>Work</b> section in the navigation menu and select <b>Job Search</b> to find real-time Job Postings from Indeed.ca).</li> <li>5. Add an <b>Objective</b> to your resume for the job posting you selected.</li> </ol>

	<p>6. Complete the <b>Volunteer Experience</b> section and add any <b>Work Experience</b> you have acquired up to this point.</p> <p>7. Add any <b>additional experiences</b> that you'd like to record.</p> <p><b>HOMEWORK:</b> Share your <b>About Me</b> portfolio with your parents/guardian so they can see what you've done so far.</p>
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**JANUARY**

<p><b>Learning Goal:</b> To practice self-assessment and reflection</p> <p>To develop or improve on time management and organization skills</p>	<p><b>ACTIVITY: Review Goal Setting</b></p> <ol style="list-style-type: none"> <li>1. Review goals set in November.</li> <li>2. Check off the completed boxes in your <b>Tasks</b> and / or reflect... how are they going? Completed?</li> <li>3. Set <u>one new short term</u> goal OR add <u>one medium term</u> goal that you would like to accomplish before the end of high school. Set <u>one long term</u> goal that you would like to complete after high school.</li> </ol>
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**FEBRUARY**

<p><b>Learning Goal:</b> To explore and prepare for next year</p> <p>To add courses that align with the <b>Career Spectrum Survey</b> results (i.e. top three subject areas you are interested in)</p> <p>To relate personal attributes to education goals</p>	<p><b>ACTIVITY: High School Planning</b></p> <ol style="list-style-type: none"> <li>1. Select <b>High School</b> from the navigation menu.</li> <li>2. Add courses to Year 3 based on compulsory courses and electives you may be interested in.</li> <li>3. Click on <b>View Progress</b> to review your progress to graduate and ensure you have fulfilled all the requirements.</li> </ol> <p><b>HOMEWORK:</b> Share this plan with a parent/guardian/counsellor and discuss your pathway options.</p>
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**MARCH**

<p><b>Learning Goal:</b> To discover Post-Secondary options that align with personal interests</p> <p>To compare different Post-Secondary pathways</p>	<p><b>ACTIVITY: Explore Post-Secondary</b></p> <ol style="list-style-type: none"> <li>1. Select <b>Post-Secondary</b> from the navigation menu.</li> <li>2. Find one opportunity from each pathway that interests you and click the heart icon beside the program name to add it to your list of <b>Favourites</b> (there are suggestions based on the <b>Who Am I</b> surveys below the <b>Smart Filter Table</b>).</li> <li>3. Click the <b>FAVOURITES</b> in the navigation menu to review selected opportunities. Click the <b>Compare</b> button to the right of the opportunities you favourited today and then click the blue <b>Compare</b> button at the top of the screen to view the opportunities side by side.</li> <li>4. Consider and compare the following: <ul style="list-style-type: none"> <li>● Tuition</li> <li>● Program Length</li> <li>● Admission Requirements</li> <li>● Location</li> </ul> </li> <li>5. Add three opportunities to a <b>Career Portfolio</b> (click icon <b>Add to Portfolio</b>). *You will need to add a new portfolio titled 'Career Portfolio'.</li> </ol>
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APRIL	
<p><b>Learning Goal:</b> To explore and compare various occupations in the real world</p> <p>To relate personal attributes to career goals</p>	<p><b>ACTIVITY: Occupation Planning</b></p> <ol style="list-style-type: none"> <li>1. Select <b>Occupations</b> in the 'Work' section from the navigation menu.</li> <li>2. Enter an <b>Occupation Name of interest or Keyword</b> and click <b>Search</b>.</li> <li>3. Find 3 Occupations that you want to know more about. Click the <b>Compare</b> button to the right of the occupation names and then click the blue <b>Compare</b> button at the top of the screen to view the occupations side by side.</li> <li>4. Consider and compare the following: <ol style="list-style-type: none"> <li>a. Salary comparison</li> <li>b. Level of education required</li> <li>c. Number of years of post-secondary education (if this applies)</li> </ol> </li> </ol>

	<p>5. Click the heart icon below the Occupation Title to favourite each option and then rank your top three choices by selecting <b>FAVOURITES</b> in the navigation menu. Click and drag your top three choices into the slots.</p> <p>6. Add your top 3 occupations to your <b>Career Portfolio</b> and write a <b>reflection</b> to compare these options (Pros vs Cons).</p>
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<b>MAY</b>
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<p><b>Learning Goal:</b> To practice self-assessment and reflection</p>	<p><b>ACTIVITY: Review Goals</b></p> <ol style="list-style-type: none"> <li>1. Ensure all goals created this year are added to your <b>About Me</b> portfolio .</li> <li>2. Review the goals you created this year and write a <b>journal entry</b> on your progress/achievement/improvements for each goal.</li> </ol>
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<p><b>Learning Goal:</b> To acquire basic budgeting skills and identify strategies for making wise financial choices</p> <p>To discover how post-secondary choices will affect current budget goals</p> <p>To learn how to effectively use a credit card</p>	<p><b>ACTIVITY: Introduction to Financial Literacy</b></p> <ol style="list-style-type: none"> <li>1. Select <b>Money</b> from the navigation menu on your dashboard.</li> <li>2. Select the <b>Budget and Finance Guide</b>, read the content and write down three budgeting tips that can help you manage your money.</li> </ol> <p>Click on <b>Credit and Debt</b>, read the content and answer the following questions in your own words:</p> <ul style="list-style-type: none"> <li>● What is Credit?</li> <li>● What is Interest and how does it work?</li> <li>● What is Debt?</li> </ul> <ol style="list-style-type: none"> <li>4. Click on + <b>Add Budget</b>, then name your budget and put in today’s date as <b>Start Date</b>. If you have already created a budget in <b>myBlueprint</b>, select <b>your existing budget</b> to review and adjust the income/expenses as necessary.</li> </ol>
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<b>JUNE</b>
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<p><b>Learning Goals:</b></p>	<p><b>ACTIVITY: Resume &amp; Cover Letter Update</b></p> <ol style="list-style-type: none"> <li>1. Update your <b>resume and cover letter</b> for summer employment.</li> </ol>
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### **Additional Activities and Information:**

If you have not completed CTR1010 please inquire about the modules. Please print certificates from modules for portfolio.

Ensure you are aware of the correct courses and marks you require to get into the post-secondary option of your choice. What is your plan “B”?

If you are interested in a career in health, Grade 11 is the only year you can participate in the Health Internship Program – a 6-week paid summer internship.

Join extracurricular and volunteer activities at school and in your community to develop responsibility, teamwork and leadership skills – these will help later with scholarships, admittance to programs and resume writing. There are lots of one day opportunities!

- Student council
- Fort Museum
- Smiles for Spencer
- Work experience opportunities
- Scorekeeping and officiating at school sport events

Listen for announcements or ask in your school or community about opportunities to participate in special career related programs such as:

- Fire or Police Academy
- Jr. Forest Ranger
- Job shadowing
- Summer Internship Programs

Plan to attend career fairs such as:

- ‘It’s a Matter of Choice’ annual post-secondary career fair is held in the Fall
- ‘Pathways’ conference
- Aboriginal Student Discovery Day at the U of A

If apprenticeship for a trade interests you as a post-secondary option, find out if you can start the RAP program. You could start your apprenticeship training while attending high school.

- Begin by clarifying your top three trades

Plan a visit/research a variety of post-secondary institutions (2- 3) that you may be interested in. Most institutions offer:

- Tours



- Open house events
- Evening informational session about a potential program of interest
- Student for a day opportunities

Research financial aid opportunities – consider getting summer employment, part-time work, scholarship, bursaries, grants, etc.

- Complete a practice application for a student loan. There are often a large number of documents required to apply and it is helpful to have these ahead of time.
- Talk about financial aid and student loan information with your parents.
  - Some financial aid programs are available for application in Grade 11
- Check out options for scholarships, grants or bursaries. Apply if applicable and listen closely to the May and June announcements for information.
- Look at the criteria for the Grade 12 scholarships, and plan to apply.

Make sure you work hard and get good grades. Sometimes conditional acceptances from post-secondary institutions are based on Grade 11 marks.

Update your Portfolio. Keep track of all the new academic, extracurricular and community work you have done since last year. Did you take a first aid or other community courses? If so, make a copy of any course certificates and place them in your portfolio.