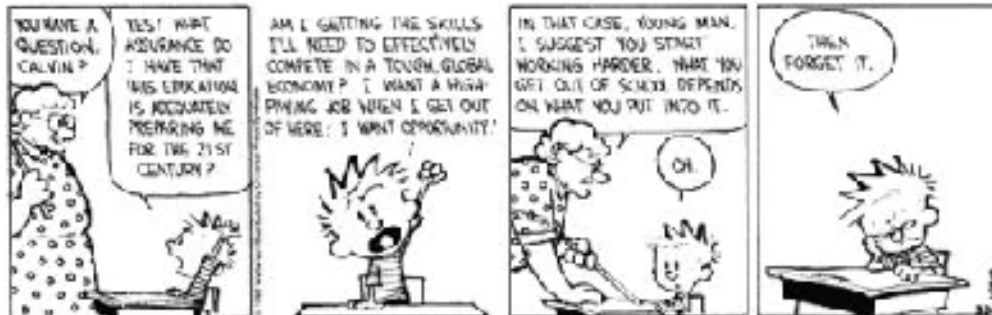


## CTE Introduction

### Study guide

January 5-8

#### My Career Pathway, Ten Key, Cashiering



Overview: This week we will cover the skills of ten key & cashiering. We will also be asking 3 important questions that will guide your future.

Guiding Question: Who am I? What are my choices? What's my plan?

Checklist:

\_\_\_ Input for CDA 11 (matchbox cars)

\_\_\_ Output for CDA 11- record and answer the following 3 questions:

- A. Who am I? (List preferences, abilities & skills, interests)
- B. What are my choices? (List the two pathways in which you are most interested)
  - 1. Agriculture, Business, Engineering, FACS, Health, Info Tech, Marketing, Skilled & Technical Trade)
- C. What's my plan? Draw a picture of your plan after high school.



\_\_\_ Complete around the classroom 10 key activity #1

\_\_\_ Complete 10 key activity #2

\_\_\_ Complete 10 key activity #4

\_\_\_ Complete 9 cashiering questions (pdf on blog)

\_\_\_ Complete cashiering excel assignment (on student drive under Ms. Emily>CTE)

Note\* Once you open the document immediately save it on the student drive>Junior High>Ms. Emily> CTE> in your folder. Save often so you don't lose your work.

\_\_\_ Complete rubric below

\_\_\_ Hand in study guide

Here is the rubric to be used this week

Activity	Points Possible	Points Earned
10-key	5	
<u>Activity 1:</u> around the classroom 10 key activity		
<u>Activity 2:</u> 10 key top row	5	
<u>Activity 3:</u> 10 key bottom row	5	
Cashiering	10	
Activity 3: 9 cashiering questions		
Activity 4: Cashiering assignment Count 1, Count 2	25	
Total:	50	