

Career Research Paper

200 POINTS

Purpose: The purpose of this paper is to make students aware of the various requirements of the specific career they are researching.

Assignment –

1. Select a career to research. Use the Interest inventory results or a career that truly interests you.
2. You are going to write a report in MLA style.
 - a. 1" side margins
 - b. Complete report is DS
 - c. Last name and page number in header
 - d. Heading
Name

Mrs. Williamson

BTA – Your Class Period

Date
3. Your report should include the following:
 - a. **Title:** Title the report using the name of the career.
 - b. **Description:** Describe the career. Discuss what kind of work is done, what you have to do, what responsibilities you have, people you supervise, people who work for you, etc. What exactly would you do on this job? What companies or organizations hire people in this career field? Discuss the responsibilities of the job (money, supervising employees, saving lives, controlling inventory, etc.). What are the working conditions (outside, inside, office, dangerous, etc.)
 - c. **Education/Training:** Is there a special certification or license required? Where can you get the training or education required for this work and what will it cost to get this training? Do you have to have a college degree? What colleges offer a degree in this field? What type of degree do you have to have (Bachelors, Masters, Doctorate, etc.)?
 - d. **Job Outlook:** What is the future outlook for this career? Will there be job opportunities or not? Is the career in demand? Is the field experiencing layoffs? What locations have the best job outlook? Will you have to move to a different city or state to work in this career field?
 - e. **Technology:** How is technology used in this career field?
 - f. **Future:** What are your future plans and how do they fit into this career? Will you be able to balance family life with your job? What kind of advancement (promotion) opportunities are there? Do you plan to move? Will the job be available there?
 - g. **Salary:** What is your expected salary when you first enter the job field?
 - h. **High School Preparation:** What high school classes should you take to prepare for your career path (grades 9-12).
4. Work Cited page (at least 3 resources). It must be on its own page.
Occupational outlook handbook, www.careercruising.com, www.careeronestop.org
www.alcareerinfo.org
5. Check your work, let me approve it, and then print. If you print without my authorization, 20 points will be deducted from your grade.
6. Check for spelling and grammar errors. You will lose 2 points for each error that I see.

Name: _____

Class Period: _____

**My Career Plan Report
Grade Sheet**

	Task	Points Possible	Points earned	
Contents				
	Minimum 2 Pages	20		
	Description of career	15		
	Education/Training required	15		
	Job Outlook	10		
	Technology Use	10		
	Future Plans	10		
	Salary	10		
	High School Classes Needed	10		
	Works Cited page (3 sources)	40		
Format				
	Margins, 1"	20		
	Double Space	10		
	Font: Calibri 11	10		
	Title (centered on page)	5		
	Header (Last Name & Page Number)	5		
	Identification heading on first page	10		
Proofreading				
	Spell Check	-2 per error		
	Grammar	-2 per error		
	Plagiarism	-10 per instance		
	TOTAL	200		

If I see you doing anything other than working on this report, I will automatically deduct 20 points from your grade on this project for each time I see you not working.