

# CCTC Career Ready Practices, NYS CDOS Standards and NYS Career and Financial Management Curricular Framework

CCTC CRP: Career Ready Practices	CDOS Standards	CFM: Career and Financial Management
<ol style="list-style-type: none"> <li>1. <b>Act as a responsible and contributing citizen and employee.</b></li> <li>2. <b>Apply appropriate academic and technical skills.</b></li> <li>3. <b>Attend to personal health and financial well-being.</b></li> <li>4. <b>Communicate clearly and effectively and with reason.</b></li> <li>5. <b>Consider the environmental, social and economic impacts of decisions.</b></li> <li>6. <b>Demonstrate creativity and innovation.</b></li> <li>7. <b>Employ valid and reliable research strategies.</b></li> <li>8. <b>Utilize critical thinking to make sense of problems and persevere in solving them.</b></li> <li>9. <b>Model integrity, ethical leadership and effective management.</b></li> <li>10. <b>Plan education and career paths aligned to personal goals.</b></li> <li>11. <b>Use technology to enhance productivity.</b></li> <li>12. <b>Work productively in teams while using cultural global competence.</b></li> </ol>	<p><b>Standard 1 Career Development</b></p> <ul style="list-style-type: none"> <li>• Complete the development of a career plan that would permit eventual entry into a career option of their choosing</li> <li>• Apply decision-making skills in the selection of a career option of strong personal interest</li> <li>• Analyze skills and abilities required in a career option and relate them to their own skills and abilities</li> </ul> <p><b>Standard 2 Integrated Learning</b></p> <ul style="list-style-type: none"> <li>• Demonstrate the integration and application of academic and occupational skills in their school learning, work, and personal lives</li> <li>• Use academic knowledge and skills in an occupational context, and demonstrate the application of these skills by using a variety of communication techniques (e.g., sign language, pictures, videos, reports, and technology)</li> <li>• Research, interpret, analyze, and evaluate information and experiences a related to academic knowledge and technical skills when completing a career plan</li> </ul> <p><b>Standard 3a Universal Foundation Skills</b></p> <ol style="list-style-type: none"> <li>1. <b>Basic Skills:</b> Use a combination of techniques to read or listen to complex information and analyze what they hear or read; convey information confidently and coherently in written or oral form; and analyze and solve mathematical problems requiring use of multiple computational skills</li> <li>2. <b>Thinking Skills:</b> Demonstrate the ability to organize and process information and apply skills in new ways</li> <li>3. <b>Personal Qualities:</b> Demonstrate leadership skills in setting goals, monitoring progress, and improving their performance</li> <li>4. <b>Interpersonal Skills:</b> Communicate effectively and help others to learn a new skill</li> <li>5. <b>Technology:</b> Apply their knowledge of technology to identify and solve problems</li> <li>6. <b>Managing Information</b></li> </ol>	<p><b>Career Management</b></p> <p><b>CM.1 Career Development</b> This unit provides information about career planning. Students will gain knowledge to assess their skills, values, needs and lifestyles enabling them to discover paths they may take in their future. Problem solving steps will be introduced to aid the process.</p> <p><b>CM.2 Options Beyond High School</b> This unit will explore options available to students after high school. Students will investigate and evaluate possible paths as they transition from high school to postsecondary education and careers.</p> <p><b>CM.3 The Job Search Process</b> This unit will outline the job seeking process. Students will gain an understanding of the sources of job opportunities, documents required to secure interviews, as well as developing the skills to interview for positions and evaluating options after the interview.</p> <p><b>CM.4 Workplace Regulations</b> This unit will outline employment regulations and federal, state, and local laws that affect employees. Students will gain an understanding of how workplace regulations assist and protect employees and employers.</p> <p><b>CM.5 Career Readiness Skills (Transferrable Skills)</b> This unit will introduce students to the importance of developing career readiness skills (transferrable skills) and the role they play in an individual's personal and professional success.</p> <p><b>CM.6 Lifelong Learning</b> This unit will introduce students to sources of professional development opportunities. Students will develop an appreciation for the value professional development has on an individual's career growth, advancement, and/or lifelong learning.</p> <p><b>CM.7 Leadership and Ethics</b> This unit introduces students to the concepts of leadership and ethics. Students will recognize the impact that leadership and ethics have on career and life success.</p> <p><b>CM.8 Business Communications &amp; Technological Innovations</b> The ability to communicate effectively is essential for success in all areas of life. This unit exposes students to the skills and technology necessary to communicate effectively.</p> <p><b>Financial Management</b></p> <p><b>FM.1 Budgeting</b> This unit introduces students to the process of budget development. Students will be able to develop a budget to help ensure goal attainment.</p>

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	<p>Use technology to acquire, organize, and communicate information by entering, modifying, retrieving, and storing data</p> <p>7. <b>Managing Resources:</b> Allocate resources to complete a task</p> <p>8. <b>Systems:</b> Demonstrate an understanding of how systems performance relates to the goals, resources, and functions of an organization</p>	<p><b>FM.2 Money Management</b> This unit introduces students to a variety of strategies and tools for managing financial resources. Students will recognize the importance of money management and the skills and knowledge needed to become a financially responsible adult.</p> <p><b>FM.3 Credit &amp; Loans</b> This unit explores issues related to establishing credit, obtaining loans, and taking steps to prevent identity theft. Students will be aware of the positive and negative implications of borrowing money and will develop the knowledge necessary to protect their financial identity.</p> <p><b>FM.4 Interest</b> This unit examines factors related to interest, including rate calculation, cost of credit, and credit scores. Students will learn how to determine the cost of credit.</p> <p><b>FM.5 Investing</b> This unit will introduce students to investing as a vehicle to increase wealth and prepare for the future. Students will gain an understanding of various investment options and their advantages and disadvantages.</p> <p><b>FM.6 Consumer Options and Protections</b> This unit will cover the responsibilities that come with being a consumer and the concept of consumer protection. Students will gain insight into laws governing consumers rights and areas for which they must assume responsibility.</p> <p><b>FM.7 Insurance</b> This unit will address insurance for all types of purchases. Students will gain insight into how insurance can provide financial and personal security.</p> <p><b>FM.8 Taxes</b> This unit will address all types of taxes. Students will explore types of taxes as well as their purpose.</p>

## Crosswalk of CCTC Career Ready Practices, NYS CDOS Standards and NYS Career and Financial Management Curricular Framework

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<p>1. <b>Act as a responsible and contributing citizen and employee.</b></p>	<p><b>Standard 3a Universal Foundation Skills</b></p> <p>3. <b>Personal Qualities:</b> Demonstrate leadership skills in setting goals, monitoring progress, and improving their performance</p>	<p><b>Career Management</b>            CM.1 Career Development            CM.2 Options Beyond High School            CM.3 The Job Search Process            CM.4 Workplace Regulations            CM.5 Career Readiness Skills (Transferrable Skills)            CM.6 Lifelong Learning            CM.7 Leadership and Ethics</p> <p><b>Financial Management</b>            FM.1 Budgeting            FM.2 Money Management            FM.5 Investing            FM.6 Consumer Options and Protections            FM.7 Insurance            FM.8 Taxes</p>
<p>2. <b>Apply appropriate academic and technical skills.</b></p>	<p><b>Standard 2 Integrated Learning</b></p> <ul style="list-style-type: none"> <li>• Demonstrate the integration and application of academic and occupational skills in their school learning, work, and personal lives</li> <li>• Use academic knowledge and skills in an occupational context, and demonstrate the application of these skills by using a variety of communication techniques (e.g., sign language, pictures, videos, reports, and technology)</li> <li>• Research, interpret, analyze, and evaluate information and experiences a related to academic knowledge and technical skills when completing a career plan</li> </ul> <p><b>Standard 3a Universal Foundation Skills</b></p> <p>1. <b>Basic Skills:</b> Use a combination of techniques to read or listen to complex information and analyze what they hear or read; convey information confidently and coherently in written or oral form; and analyze and solve mathematical problems requiring use of multiple computational skills</p> <p>2. <b>Thinking Skills:</b> Demonstrate the ability to organize and process information and apply skills in new ways</p>	<p><b>Career Management</b>            CM.8 Business Communications &amp; Technological Innovations</p> <p><b>Financial Management</b>            FM.5 Investing            FM.8 Taxes</p>
<p>3. <b>Attend to personal health and financial well-being.</b></p>	<p><b>Standard 3a Universal Foundation Skills</b></p> <p>2. <b>Personal Qualities:</b> Demonstrate leadership skills in setting goals, monitoring progress, and improving their performance</p>	<p><b>Career Management</b>            CM.2 Options Beyond High School            CM.3 The Job Search Process            CM.4 Workplace Regulations</p>

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		CM.5 Career Readiness Skills (Transferrable Skills)  <b>Financial Management</b> FM.1 Budgeting FM.2 Money Management FM.3 Credit & Loans FM.4 Interest FM.5 Investing FM.6 Consumer Options and Protections FM.7 Insurance FM.8 Taxes
<b>4. Communicate clearly and effectively and with reason.</b>	<b>Standard 2 Integrated Learning</b> <ul style="list-style-type: none"> <li>Use academic knowledge and skills in an occupational context, and demonstrate the application of these skills by using a variety of communication techniques (e.g., sign language, pictures, videos, reports, and technology)</li> </ul> <b>Standard 3a Universal Foundation Skills</b> <ol style="list-style-type: none"> <li><b>Basic Skills:</b> Use a combination of techniques to read or listen to complex information and analyze what they hear or read; convey information confidently and coherently in written or oral form; and analyze and solve mathematical problems requiring use of multiple computational skills</li> <li><b>Interpersonal Skills:</b> Communicate effectively and help others to learn a new skill</li> <li><b>Managing Information</b> Use technology to acquire, organize, and communicate information by entering, modifying, retrieving, and storing data</li> </ol>	<b>Career Management</b> CM.2 Options Beyond High School CM.3 The Job Search Process CM.5 Career Readiness Skills (Transferrable Skills) CM.7 Leadership and Ethics CM.8 Business Communications & Technological Innovations  <b>Financial Management</b> FM.5 Investing FM.6 Consumer Options and Protections FM.7 Insurance FM.8 Taxes
<b>5. Consider the environmental, social and economic impacts of decisions.</b>	<b>Standard 3a Universal Foundation Skills</b> <ol style="list-style-type: none"> <li><b>Managing Resources:</b> Allocate resources to complete a task</li> </ol>	<b>Career Management</b> CM.2 Options Beyond High School CM.3 The Job Search Process CM.4 Workplace Regulations CM.5 Career Readiness Skills (Transferrable Skills) CM.7 Leadership and Ethics CM.8 Business Communications & Technological Innovations  <b>Financial Management</b> FM.5 Investing FM.6 Consumer Options and Protections FM.7 Insurance FM.8 Taxes

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6. <b>Demonstrate creativity and innovation.</b>	<b>Standard 3a Universal Foundation Skills</b> 2. <b>Thinking Skills:</b> Demonstrate the ability to organize and process information and apply skills in new ways 3. <b>Personal Qualities:</b> Demonstrate leadership skills in setting goals, monitoring progress, and improving their performance 5. <b>Technology:</b> Apply their knowledge of technology to identify and solve problems	<b>Career Management</b> CM.8 Business Communications & Technological Innovations
7. <b>Employ valid and reliable research strategies.</b>	<b>Standard 2 Integrated Learning</b> <ul style="list-style-type: none"> <li>Research, interpret, analyze, and evaluate information and experiences a related to academic knowledge and technical skills when completing a career plan</li> </ul> <b>Standard 3a Universal Foundation Skills</b> 6. <b>Managing Information</b> Use technology to acquire, organize, and communicate information by entering, modifying, retrieving, and storing data	<b>Career Management</b> CM.1 Career Development CM.2 Options Beyond High School CM.3 The Job Search Process CM.6 Lifelong Learning CM.7 Leadership and Ethics CM.8 Business Communications & Technological Innovations  <b>Financial Management</b> FM.5 Investing FM.6 Consumer Options and Protections FM.7 Insurance FM.8 Taxes
8. <b>Utilize critical thinking to make sense of problems and persevere in solving them.</b>	<b>Standard 3a Universal Foundation Skills</b> 2. <b>Thinking Skills:</b> Demonstrate the ability to organize and process information and apply skills in new ways 3. <b>Personal Qualities:</b> Demonstrate leadership skills in setting goals, monitoring progress, and improving their performance 5. <b>Technology:</b> Apply their knowledge of technology to identify and solve problems	<b>Career Management</b> CM.2 Options Beyond High School CM.3 The Job Search Process CM.7 Leadership and Ethics CM.8 Business Communications & Technological Innovations  <b>Financial Management</b> FM.1 Budgeting FM.2 Money Management FM.3 Credit & Loans FM.5 Investing FM.6 Consumer Options and Protections FM.7 Insurance FM.8 Taxes
9. <b>Model integrity, ethical leadership and effective management.</b>	<b>Standard 3a Universal Foundation Skills</b> 3. <b>Personal Qualities:</b> Demonstrate leadership skills in setting goals, monitoring progress, and improving their performance 4. <b>Interpersonal Skills:</b> Communicate effectively and help others to learn a new skill 7. <b>Managing Resources:</b> Allocate resources to complete a task	<b>Career Management</b> CM.4 Workplace Regulations CM.5 Career Readiness Skills (Transferrable Skills) CM.6 Lifelong Learning CM.7 Leadership and Ethics  <b>Financial Management</b> FM.3 Credit & Loans

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	<p>8. <b>Systems:</b> Demonstrate an understanding of how systems performance relates to the goals, resources, and functions of an organization</p>	
<p>10. <b>Plan education and career paths aligned to personal goals.</b></p>	<p><b>Standard 1 Career Development</b></p> <ul style="list-style-type: none"> <li>• Complete the development of a career plan that would permit eventual entry into a career option of their choosing</li> <li>• Apply decision-making skills in the selection of a career option of strong personal interest</li> <li>• Analyze skills and abilities required in a career option and relate them to their own skills and abilities</li> </ul> <p><b>Standard 2 Integrated Learning</b></p> <ul style="list-style-type: none"> <li>• Research, interpret, analyze, and evaluate information and experiences a related to academic knowledge and technical skills when completing a career plan</li> </ul>	<p><b>Career Management</b> CM.1 Career Development CM.6 Lifelong Learning</p>
<p>11. <b>Use technology to enhance productivity.</b></p>	<p><b>Standard 3a Universal Foundation Skills</b></p> <p>5. <b>Technology:</b> Apply their knowledge of technology to identify and solve problems</p> <p>6. <b>Managing Information</b> Use technology to acquire, organize, and communicate information by entering, modifying, retrieving, and storing data</p>	<p><b>Career Management</b> CM.2 Options Beyond High School CM.3 The Job Search Process CM.6 Lifelong Learning CM.8 Business Communications &amp; Technological Innovations</p> <p><b>Financial Management</b> FM.2 Money Management FM.3 Credit &amp; Loans FM.4 Interest FM.5 Investing FM.6 Consumer Options and Protections FM.7 Insurance</p>
<p>12. <b>Work productively in teams while using cultural global competence.</b></p>	<p><b>Standard 3a Universal Foundation Skills</b></p> <p>4. <b>Interpersonal Skills:</b> Communicate effectively and help others to learn a new skill</p> <p>8. <b>Systems:</b> Demonstrate an understanding of how systems performance relates to the goals, resources, and functions of an organization</p>	<p><b>Career Management</b> CM.6 Lifelong Learning CM.8 Business Communications &amp; Technological Innovations</p> <p><b>Financial Management</b> FM.8 Taxes</p>