

Cambridge University Press
978-1-107-65129-6 - Ventures: Career and Educational Pathways: 2nd Edition
With Melissa Sadler-Nitu
Frontmatter
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Ventures

CAREER AND EDUCATIONAL PATHWAYS 2nd EDITION

with Melissa Sadler-Nitu



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Dear Educator,

I am pleased to introduce Career and Educational Pathways from Cambridge University Press. Our English as a Second Language students, while they come to us from different languages and cultures, are all seeking to learn English to have a better life. This means planning for their future from the very start of their education and establishing achievable goals. We have built an eight-step, easy-to-use career and educational pathways solution that can accompany the *Ventures* series. While students learn English, they also actively take part in building a career and education portfolio that highlights the pathways they need to follow to succeed.

For each level of *Ventures*, there are eight worksheets to be completed as mini-projects throughout the term. They can be done in class or as homework, but we encourage you to have the students present their work in groups to foster a cooperative learning environment with peer support. We have included a *Ventures* correlation for each level, but it is only a guide, and you may choose to organize these worksheets differently. Upon completion of each worksheet, students should keep them in a career and education portfolio, which can be used as an important tool for persistence, employment interviews, and planning future education.

Building career and educational pathways is one of the most important tools we can provide our students, so that learning English truly becomes a vehicle to a better life. If you have any questions about Career and Educational Pathways from Cambridge University Press, please contact your local ESL specialist at 888-ESL-BUZZ (375-2899).

Regards,

Melissa Sadler-Nitu

Author of Career and Educational Pathways
Director of the Adult Education Cooperative
Guadalupe, Comal, & Kendall Counties

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CAREER AND EDUCATIONAL PATHWAYS 2nd EDITION

Ventures Career and Educational Pathways

Theme	NRS Level Beginning Literacy Ventures Basic Worksheet A	NRS Level Low Beginning Ventures Level 1 Worksheet B	NRS Level High Beginning Ventures Level 2 Worksheet C
1. Autobiography/ Personal Life History	Students describe themselves and their lives using visuals.	Students practice introducing themselves and describing their lives.	Students write an autobiographical paragraph and edit their partner's paragraph.
2. Career Interest Inventory	Students learn about common career areas.	Students learn about several careers.	Students learn how their personality shapes their career interests.
3. Pathway Search	Students use pictures to describe their career pathway.	Students research education and skills requirements in their career of interest.	Students research trends in their career of interest.
4. Career Research Writing	N/A (activity not at student level)	Students read a passage and identify main ideas.	Students learn to use quotes and paraphrase information.
5. Applying Soft Skills	Students listen to and confirm information in order to develop phone skills.	Students identify local businesses where they might like to work.	Students write e-mails to set up informational interviews about their career of interest.
6. Building a Resume	Students use pictures to describe their work experience.	Students identify previous work experience.	Students fill out a resume template.
7. College Knowledge & Navigation	Students learn about the educational system in the United States and fill out a chart about their educational background.	Students learn about post-secondary training.	Students navigate post-secondary school admission information.
8. Professional Presentations & Teamwork	Students give a brief presentation about themselves to their classmates.	Students give a brief presentation about their career of interest.	Students learn about graphs and present a graph to their classmates about occupations related to their career area of interest.

NRS Level Low Intermediate Ventures Level 3 Worksheet D	NRS Level High Intermediate Ventures Level 4 Worksheet E	NRS Level Advanced Ventures Transitions Worksheet F
Students write two autobiographical paragraphs and edit their partner's paragraphs.	Students write and edit a three-paragraph autobiographical essay.	Students type or write three autobiographical paragraphs about their life goals and edit their own work.
Students learn about their career values.	Students write a paragraph about their career and personal objectives.	Students learn about the sixteen Career Clusters and identify their Career Cluster.
Students learn about and practice networking.	Students learn about questions to ask when accepting a job offer.	Students learn about internships, apprenticeships, and volunteer work.
Students learn to create an outline and write about their career of interest.	Students learn to select varied and reliable information sources in order to write research papers.	Students write a three-paragraph essay on their career of interest.
Students prepare questions for informational interviews about their career of interest.	Students learn how to search for jobs and prepare to drop off their resumes at local businesses.	Students learn about job shadowing and set up an appointment to shadow a professional.
Students find and compare sample resumes in their career of interest.	Students revise their resumes then edit a classmate's resume.	Students role-play a job interview using their partner's resume.
Students learn how to pay for post-secondary school.	Students learn about post-secondary school admission requirements.	Students apply for post-secondary school and complete an application checklist.
Students create and present PowerPoint presentations on their career of interest.	Students role-play job interviews and get feedback from their classmates.	Students present their career plan to their classmates.



Correlations – Ventures Basic Student’s Book

CAREER AND EDUCATIONAL PATHWAYS WORKSHEET	VENTURES BASIC STUDENT’S BOOK
1A Autobiography/Personal Life History	Unit 1 Lesson C, p. 11 Unit 1 Lesson E, p. 15 Unit 1 Project, p. 136 Unit 3 Lesson E, p. 41 Unit 3 Project, p. 137
2A Career Interest Inventory	Unit 8 Lesson A, p. 97 Unit 8 Lesson D, pp. 102 - 103 Unit 8 Lesson F, p. 107 Unit 8 Project, p. 139
3A Pathway Search	Unit 8 Lesson F, p. 107 Unit 8 Project, p. 139
4A Career Research Writing	N/A – There is no worksheet for this theme at this level.
5A Applying Soft Skills	Unit 2 Project, p. 136 Unit 4 Project, p. 137 Unit 5 Lesson A, p. 59 Unit 6 Project, p. 138 Unit 7 Lesson A, p. 85 Unit 10 Project, p. 140
6A Building a Resume	Unit 8 Lesson E, p. 105 Unit 8 Lesson F, p. 106 Unit 8 Project, p. 139 Unit 9 Lesson F, p. 120
7A College Knowledge & Navigation	Unit 2 Lesson F, p. 28 Unit 10 Lesson F, p. 132
8A Professional Presentations & Teamwork	Unit 1 Lesson E, p. 15 Unit 3 Lesson E, p. 41 Unit 6 Lesson E, p. 79 Unit 9 Lesson E, p. 119 Unit 10 Lesson E, p. 131

Correlations – Ventures 1 Student’s Book

CAREER AND EDUCATIONAL PATHWAYS WORKSHEET	VENTURES 1 STUDENT’S BOOK
1B Autobiography/Personal Life History	Unit 1 Lesson B, pp. 8 - 9 Unit 1 Lesson C, pp. 10 - 11 Unit 1 Lesson D, pp. 12 - 13 Unit 1 Lesson E, pp. 14 - 15 Unit 1 Lesson F, pp. 16 - 17
2B Career Interest Inventory	Unit 2 Lesson F, p. 28 (Classroom Inventory) Unit 8 Lesson A, pp. 96 - 97 Unit 8 Lesson B, pp. 98 - 99 Unit 8 Lesson C, pp. 100 - 101 Unit 8 Lesson D, pp. 102 - 103
3B Pathway Search	Unit 2 Project, p. 136 Unit 3 Lesson F, p. 42 Unit 6 Lesson F, p. 80 Unit 6 Project, p. 138 Unit 9 Lesson F, p. 120 Unit 10 Lesson F, p. 132
4B Career Research Writing	Unit 2 Lesson D, p. 24 Unit 3 Lesson D, p. 38 Unit 4 Lesson D, p. 50 Unit 5 Lesson D, p. 64 Unit 6 Lesson D, p. 76 Unit 7 Lesson D, p. 90 Unit 8 Lesson D, p. 102 Unit 9 Lesson D, p. 116 Unit 10 Lesson D, p. 128
5B Applying Soft Skills	Unit 1 Lesson E, p. 15 Unit 4 Lesson F, p. 54
6B Building a Resume	Unit 8 Lesson E, pp. 104 - 105
7B College Knowledge & Navigation	Unit 3 Lesson F, p. 42 Unit 6 Lesson F, p. 80 Unit 6 Project, p. 138 Unit 9 Lesson F, p. 120 Unit 10 Lesson F, p. 132
8B Professional Presentations & Teamwork	Unit 1 Lesson C, p. 11 Unit 1 Lesson E, p. 15 Unit 10 Project, p. 140



Correlations – Ventures 2 Student's Book

CAREER AND EDUCATIONAL PATHWAYS WORKSHEET	VENTURES 2 STUDENT'S BOOK
1C Autobiography/Personal Life History	Unit 1 Lesson E, p. 15 Unit 6 Lesson E, p. 79 Unit 6 Project, p. 138 Unit 7 Lesson E, p. 93 Unit 8 Lesson E, pp. 104 - 105
2C Career Interest Inventory	Unit 2 Lesson F, p. 28 Unit 2 Project, p. 136 Unit 8 Lesson F, p. 107
3C Pathway Search	Unit 2 Project, p. 136 Unit 8 Lesson D, pp. 102 - 103
4C Career Research Writing	Unit 4 Lesson B, p. 47 Unit 4 Lesson E, pp. 52 - 53 Unit 6 Lesson D, p. 76
5C Applying Soft Skills	Unit 8 Lesson D, pp. 102 - 103 Unit 8 Lesson E, pp. 104 - 105
6C Building a Resume	Unit 6 Lesson D, p. 76 Unit 6 Lesson E, p. 78 Unit 8 Lesson E, pp. 104 - 105 Unit 8 Project, p. 139
7C College Knowledge & Navigation	Unit 2 Lesson D, pp. 24 - 25 Unit 2 Lesson E, pp. 26 - 27 Unit 2 Lesson F, p. 28 Unit 2 Project, p. 136
8C Professional Presentations & Teamwork	Unit 2 Project, p. 136 Unit 3 Project, p. 137 Unit 6 Lesson C, pp. 78 - 79 Unit 6 Project, p. 138

Correlations – Ventures 3 Student’s Book

CAREER AND EDUCATIONAL PATHWAYS WORKSHEET	VENTURES 3 STUDENT’S BOOK
1D Autobiography/Personal Life History	Unit 1 Lesson E, pp. 14 - 15 Unit 9 Lesson E, pp. 118 - 119
2D Career Interest Inventory	Unit 1 Lesson D, pp. 12 - 13 Unit 6 Lesson A, pp. 70 - 71 Unit 6 Lesson D, pp. 76 - 77 Unit 8 Lesson A, pp. 96 - 97 Unit 8 Lesson D, pp. 102 - 103
3D Pathway Search	Unit 1 Lesson B, p. 8 Unit 1 Lesson C, p. 11 Unit 2 Lesson B, p. 21 Unit 3 Lesson F, p. 42 Unit 5 Lesson F, p. 68 Unit 6 Lesson B, p. 73 Unit 7 Lesson B, p. 89
4D Career Research Writing	Unit 1 Project, p. 136 Unit 8 Lesson F, p. 107 Unit 8 Project, p. 139
5D Applying Soft Skills	Unit 8 Lesson D, pp. 102 - 103 Unit 8 Lesson E, pp. 104 - 105
6D Building a Resume	Sample resumes
7D College Knowledge & Navigation	Unit 7 Lesson D, pp. 90 - 91 Unit 7 Lesson E, pp. 92 - 93 Unit 7 Lesson F, p. 94
8D Professional Presentations & Teamwork	Unit 3 Project, p. 132 Unit 8 Project, p. 139 Note: Students can be asked to prepare a PowerPoint for any of the projects on pages 136 - 140.



Correlations – Ventures 4 Student’s Book

CAREER AND EDUCATIONAL PATHWAYS WORKSHEET	VENTURES 4 STUDENT’S BOOK
1E Autobiography/Personal Life History	Unit 1 Lesson E, pp. 14 - 15 Unit 3 Lesson E, pp. 40 - 41 Unit 4 Lesson E, pp. 52 - 53 Unit 10 Lesson E, pp. 130 - 131
2E Career Interest Inventory	Unit 1 Lesson E, pp. 14 - 15 Unit 1 Project, p. 136 Unit 2 Project, p. 136 Unit 8 Lesson E, pp. 104 - 105
3E Pathway Search	Unit 8 Lesson E, pp. 104 - 105 Unit 8 Project, p. 139
4E Career Research Writing	Unit 1 Project, p. 136 Unit 2 Lesson E, pp. 26 - 27 Unit 4 Project, p. 137 Unit 6 Project, p. 138 Unit 8 Project, p. 139 Unit 10 Project, p. 140
5E Applying Soft Skills	Unit 2 Lesson C, p. 23 Unit 8 Lesson E, pp. 104 - 105 Unit 8 Lesson F, pp. 106 - 107 Unit 8 Project, p. 139
6E Building a Resume	Unit 8 Lesson E, pp. 104 - 105 Unit 8 Project, p. 139
7E College Knowledge & Navigation	Unit 2 Lesson B, pp. 20 - 21 Unit 2 Lesson C, pp. 22 - 23 Unit 2 Lesson F, pp. 28 - 29 Unit 8 Lesson F, pp. 106 - 107
8E Professional Presentations & Teamwork	Unit 8 Lesson F, pp. 106 - 107 Unit 8 Project, p. 139

Correlations – Transitions Student’s Book

CAREER AND EDUCATIONAL PATHWAYS WORKSHEET	TRANSITIONS STUDENT’S BOOK
1F Autobiography/Personal Life History	Unit 1 Lesson C, pp. 6 - 7 Unit 4 Lesson E, pp. 40 - 41 Unit 9 Lesson E, pp. 90 - 91
2F Career Interest Inventory	Unit 1 Lesson A, pp. 2 - 3
3F Pathway Search	Unit 3 Lesson A, pp. 22 - 23 Unit 3 Lesson C, pp. 26 - 27 Unit 3 Lesson D, pp. 28 - 29 Unit 3 Lesson E, pp. 30 - 31 Unit 5 Lesson C, pp. 46 - 47
4F Career Research Writing	Unit 1 Lesson E, pp. 10 - 11 Unit 2 Lesson E, pp. 20 - 21 Unit 4 Lesson E, pp. 40 - 41 Unit 9 Lesson E, pp. 90 - 91
5F Applying Soft Skills	Unit 3 Lesson D, pp. 28 - 29
6F Building a Resume	Unit 1 Lesson A, pp. 2 - 3 Unit 1 Lesson E, pp. 10 - 11 Unit 4 Lesson E, pp. 40 - 41 Unit 5 Lesson A, pp. 42 - 43 Unit 5 Lesson C, pp. 46 - 47 Unit 5 Lesson D, pp. 48 - 49 Unit 5 Lesson E, pp. 50 - 51
7F College Knowledge & Navigation	Unit 4 Lesson A, pp. 32 - 33 Unit 4 Lesson D, pp. 38 - 39 Unit 9 Lesson E, pp. 90 - 91
8F Professional Presentations & Teamwork	Unit 1 Lesson A, pp. 2 - 3 Unit 1 Lesson C, pp. 6 - 7 Unit 1 Lesson E, pp. 10 - 11 Unit 2 Lesson E, pp. 20 - 21 Unit 4 Lesson A, pp. 32 - 33 Unit 4 Lesson D, pp. 38 - 39 Unit 4 Lesson E, pp. 40 - 41 Unit 5 Lesson A, pp. 42 - 43 Unit 5 Lesson C, pp. 46 - 47 Unit 5 Lesson E, pp. 50 - 51