

OSP Education and Career/Life Planning Resources

Teacher/Facilitator Planning Chart – January 2016 www.ontario.ca/skillspassport



	INTRODUCTORY RESOURCES	GRADE 9	GRADE 10	GRADE 11	GRADE 12
Who am I?	 View Videos: Discover Your Skills - SkillsZone Introduction to Essential Skills (ES) and work habits (WH) ES&WH in Action in Everyday Life ES&WH Video Worksheet Complete OSP Website Activities: Module 1 – Work Habits Module 2 – Essential Skills Module 3 - Search for Tasks by Occupation Try SkillsZone Games Search the OSP database: See how people use ES&WH in Work, Learning and Life Select a context and some of the ES&WH of interest Use the ES&WH Worksheet to describe and reflect on how you use your skills in work, learning and life. 	Self-assess your ES&WH Complete OSP Website Activities: • Module 4 – OSP Work Plan View Videos: • Skills Overview Video Use an OSP Learning Activity focused on the skill(s) you want to develop Prepare an OSP Volunteer Worksheet	Self-assess your ES&WH Use an OSP Learning Activity focused on the skill(s) you want to develop Prepare an OSP Volunteer Worksheet View Videos: • Make Social Media Work For You • Keeping Safe at Work Use the OSP Social Media Resource: • Module 2 – to create a great bio • Module 3 – to assess your online reputation	Self-assess your ES&WH Review the resource – Links between the OSP Work Habits and the Learning Skills and Work Habits from Growing Success Use the ES&WH Worksheet to describe and reflect on how you use your skills in work, learning and life. Use the OSP Social Media Resource: • Module 2 – to update your bio • Module 3 – to critically review and build your online reputation or "personal brand"	 Self-assess your ES&WH Use the ES&WH Worksheet to describe and reflect on how you use your skills in work, learning and life. Use the OSP Social Media Resource: Module 2 – to update your bio Module 3 – to critically review and build your online reputation or "personal brand" Use the Keeping Safe at Work Video Facilitator's Guide to see how workers use their ES&WH and exercise health and safety rights to keep safe at work
What are my opportunities?	 ES&WH Worksheet: Identify 2 strengths and 2 that you want to develop Track Your ES&WH in Learning Activities: See the skills you are demonstrating in a course See how skills are used in an occupation related to the course Use an OSP Learning Activity focused on the skill(s) you want to develop 	 Track Your ES&WH in Learning Activities: See the skills you are demonstrating in a course See how skills are used in 2 occupations related to the course – pick occupations from different pathways 	 Track Your ES&WH in Learning Activities: See the skills you are demonstrating in a course See how skills are used in 2 occupations related to the course – pick occupations from different pathways Create an OSP Work Plan to document skills demonstrations for use in part-time or summer employment Use the OSP Social Media Resource: Module 2 – to collect great social proof of your skills and accomplishments using OSP tools and resources such as the OSP Work Plans and OSP Community Involvement Worksheets 	 Track Your ES&WH in Learning Activities: See the skills you are demonstrating in a course See how skills are used in 2 occupations related to the course – pick occupations from different pathways Create an OSP Work Plan to document skills demonstrations for use in co-operative education and other experiential learning opportunities, part-time or summer employment Use an OSP Learning Activity focused on the skill(s) you want to develop Prepare an OSP Volunteer and/or Experiential Learning Worksheet 	 Track Your ES&WH in Learning Activities: See the skills you are demonstrating in a course See how skills are used in 2 occupations related to the course – pick occupations from different pathways Create an OSP Work Plan to document skills demonstrations for use in cooperative education and other experiential learning opportunities, part-time or summer employment Use an OSP Learning Activity focused on the skill(s) you want to develop Prepare an OSP Volunteer and/or Experiential Learning Worksheet









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Who do I want to become?	 View Videos: ES&WH in Action in the Workplace Video ES&WH Video Worksheet Reflect and/or discuss why ES&WH are important in work, learning and life. 	 Compare your ES&WH to Occupations of Interest: Assess your skills in workplace tasks that you think you can do Compare your results to an occupation of interest Note your strengths and the skills you want to develop OSP Occupational Profiles: See how workers use their ES on-the-job in 2 occupations that interest you – pick occupations from different pathways Find information about skills, education, training and employment opportunities from the OSP Occupational Profiles, Ontario WorkInfoNet and iWin Identify volunteer opportunities to learn more about these occupations. 	 Compare your ES&WH to Occupations of Interest: Assess your skills in workplace tasks that you think you can do Compare your results to 4 occupations of interest – select occupations from at least 2 different pathways Note your strengths and the ES&WH you want to develop OSP Occupational Profiles: See how workers use their ES on-the-job in 4 occupations that interest you – pick occupations from different pathways Find information about skills, education, training and employment opportunities from the OSP Occupational Profiles, Ontario WorkInfoNet and iWin Identify volunteer opportunities to learn more about these occupations. Use the OSP Social Media Resource: Module 1 – to conduct research about a future career 	 Compare your ES&WH to Occupations of Interest: Assess your skills in workplace tasks that you think you can do or that you have done Compare your results to 4 occupations of interest – select occupations from at least 2 different pathways Note your strengths and the ES&WH you want to develop OSP Occupational Profiles: See how workers use their ES on-the-job in 4 occupations that interest you – pick occupations from different pathways Find information about skills, education, training and employment opportunities from the OSP Occupational Profiles, Ontario WorkInfoNet and iWin Identify volunteer opportunities to learn more about these occupations. 	 Compare your ES&WH to Occupations of Interest: Assess your skills in workplace tasks that you think you can do or that you have done Compare your results to 4 occupations of interest – select occupations from at least 2 different pathways Note your strengths and the ES&WH you want to develop OSP Occupational Profiles: See how workers use their ES on-the-job in 4 occupations that interest you – pick occupations from different pathways Find information about skills, education, training and employment opportunities from the OSP Occupational Profiles, Ontario WorkInfoNet and iWin Identify volunteer opportunities to learn more about these occupations.
What is my plan for achieving my goals?	Create a résumé to showcase your skills Update your ES&WH Worksheet with your skills demonstrations Use Ontario WorkInfoNet and iWin to identify volunteer opportunities which can help you develop and demonstrate your ES&WH Prepare an OSP Volunteer Worksheet Update your OSP Tracker with your skills demonstrations and identify strengths and skills you want to develop Complete the OSP Reflection Worksheet File all OSP records in your pathways planning portfolio	Update your résumé to showcase your skills to access opportunities Update your OSP Tracker with your skills demonstrations and identify strengths and skills you want to develop Complete the OSP Reflection Worksheet File all OSP records in your pathways planning portfolioo	Update your OSP Tracker with your skills demonstrations and identify strengths and skills you want to develop Complete the OSP Reflection Worksheet Update your résumé to showcase your skills to access opportunities Use the OSP Social Media Resource: • Module 4 – to create, build and use your social media network as an important tool for realizing your personal and academic goals File all OSP records in your pathways planning portfolio	Update your OSP Tracker with your skills demonstrations and identify strengths and skills you want to develop Complete the OSP Reflection Worksheet Update your résumé to showcase your skills to access opportunities Use the OSP Social Media Resource: • Module 4 – to build and use your social media network as an important tool for realizing your personal and academic goals File all OSP records in your pathways planning portfolio	Update your OSP Tracker with your skills demonstrations and identify strengths and skills you want to develop Complete the OSP Reflection Worksheet Update your résumé to showcase your skills to access opportunities Use the OSP Social Media Resource: • Module 4 – to build and use your social media network as an important tool for realizing your personal and academic goals File all OSP records in your pathways planning portfolio







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