

# Put **SPIRIT** into your **Career Choices** class with **SCANS**

Can you rattle off the SCANS Competencies and Foundation Skills? Why not use the SPIRIT acronym as a mnemonic device to help you remember these very important components as you design your **Career Choices** lesson plans.

## **S**YSTEMS DEVELOPMENT

A **Career Choices** program includes exercises that help students understand how systems work and why. Students learn to master a planning process that makes individuals efficient and effective by starting with simple tasks and moving to more complex ones.

## **P**LUS THE FOUNDATION SKILLS

An effective **Career Choices** program supports reading, writing, and arithmetic while promoting goal setting, problem solving, and creating a vision. It supports self-esteem, self-management, accountability, and responsible citizenship.

## **I**NTERPERSONAL SKILLS

**Career Choices** utilizes cooperative learning techniques, allowing students to practice interpersonal skills by working in teams, leading, negotiating, and teaching others. These skills are important both in the workplace and in personal life.

## **R**ESOURCE MANAGEMENT

A project-oriented **Career Choices** program offers students the opportunity to practice resource management. Completing a project or case study allows a student to identify, organize, plan, and allocate time, money, human resources, and technology.

## **I**NFORMATION MANAGEMENT

As they master a life planning process, **Career Choices** students must gather, evaluate, and organize data to produce a product (a 10-year plan). This process requires a variety of information gathering strategies.

## **T**ECHNOLOGY

Understanding and using technology is critical to survival in the workplace. Students can utilize electronic spreadsheets, presentation software, computer graphics, word processing, desktop publishing, and computerized information systems and search engines as they develop their life plan.

