# Virtual Workplace Experience II

Portfolio Projects Resources – 03-06a Small Group Career Ladder Project



Name	Date	Period

#### **OBJECTIVE**

Students will practice and apply 21<sup>st</sup> century collaboration and research skills to produce a presentation of multiple career ladders in a chosen VWE II course sector.

#### **OVERVIEW**

In this project students practice their teamwork skills in a small group (2-4 students). While this is a research and presentation project, a large component of it is how well you apply your teamwork and collaboration skills in a group. You'll need to assign various roles, work together, and present your finished product to the class. Your research will focus on a chosen VWE II-aligned sector and your group will create at least 10 career ladders for presentation. Additionally, each member of the group will individually reflect on the research and, more importantly, how effectively they worked in a group setting.

# PREPARING FOR GROUP WORK

Break the project into its constituent parts. You will need to break it down both for the purposes of creating a timeline and for assigning responsibilities based on your timeline.

As a group you need to first come to a consensus on delegation of responsibilities. All students in the group are responsible for research and presenting. Who completes which research component, or how they participate in the presentation is an important delegation up front.

Produce a written timeline of work (who completes what, by when) and when it is due to the group.

As a final part of your presentation you will need to come together as a group, reflect on your work, and create a set of 5 "best practices" for group work.

When in doubt refer to your rubric!

#### RESEARCH

Begin researching your group's selected sector. You may use the "State of the Sector" as a starting point, but your research and presentation should include new information.

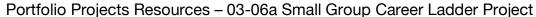
Using a variety of sources, including the Louisiana Star Jobs website (<a href="http://www.laworks.net/Stars/default.aspx">http://www.laworks.net/Stars/default.aspx</a>), your group will **identify 10 top jobs** in that sector and create detailed career ladders, one for each selected job.

#### WHAT IS A CAREER LADDER?

The term "career ladder" is a metaphor for job promotion. Career ladders are used to describe opportunities for professional advancement. Typically, when an individual enters the workforce they start out in a job requiring less skill and education, oftentimes described as "entry level." Overtime, with greater experience and with advanced education and training, individuals progress into positions with higher pay and more responsibility. Not everyone advances, nor does everyone want to advance, but it's always good to know your options.



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Please remember to keep extensive bibliographical notes as you will be responsible for a complete bibliography that includes sources for both your information and images.

# **GROUPWORK REFLECTION**

Your individual reflections should be comprised of 2-3 paragraphs and focus on three parts: your research, your groupwork, and your presentation.

# Sector-specific questions might include:

- Why did you choose this particular sector?
- In researching jobs what did you find that was interesting or surprising?
- How did your research affect your own career interests?

#### Groupwork-specific questions might include:

- Did you have any obstacles you had to overcome in researching or creating your presentation?
- Were you satisfied with your group's presentation? Why or why not?
- What would you do similarly or differently?

# **Groupwork-specific questions might include:**

- If you were to do this project over again, what would you change about your group work?
- What were the strengths of your group?
- What were some areas of improvement for your group?

#### **PRESENTATION**

You will present a PowerPoint presentation and will be scored by your teacher and classmates using the PVLEGS rubric. Your presentation should include at least 14 slides and run for 12-15 minutes in duration.

# Please include the following:

- Title slide
- · Career sector overview
- 10+ Career ladders with graphics
- Group reflection
  - Strengths
  - Areas of improvement
  - 5 identified best practices
- Bibliography

# **NECESSARY PORTFOLIO COMPONENTS**

Please include the following project components in your final course portfolio:

- · Printed copy of presentation
- Printed copy of individual reflection
- Completed rubric
- Bibliography

