

2020-2021 Career Portfolio Requirements for BCTC

BCTC Career Portfolio Requirements 2021-2022 SY

Current 9th Grade BCTC Students:

1st Quarter: October 22, 2021

Smart Futures: Activities 1-7

- New Thinking About Career Success → Career Clusters and Pathways

2nd Quarter: Due January 7, 2022

Smart Futures: Skills: (NorthStar Videos) [Attempt, not required to Pass]

- Internet Basics
- Using Email
- Social Media
- Information Literacy
- Career Search Skills
- Your Digital Footprint

3rd Quarter: Due March 18, 2022

College Visitation Trip (if available, TBD)

- For students who are NOT enrolled in BCTC as a 9th Grade Student.

College Visit Reflection (or Alternative College Reflection)

- UNLESS you were enrolled in BCTC as a 9th Grade student.
- [Click Here](#) for more information.

4th Quarter: Due May 27, 2022

Resume (Completed in English 9 during Keystones)

- Students will be work on building a resume as part of their English class and upload to Smart Futures using the following path:

[Resume](#) → [My Portfolio](#) → [Career Acquisition](#) / +Add → [Resume](#)

2020-2021 Career Portfolio Requirements for BCTC

Current 10th Grade BCTC Students:

1st Quarter: October 22, 2021

Smart Futures: Activities 8-10

- 8: Exp. Careers While Still at School
- 9: Selecting Your Career Goal
- 10: My Programs or Majors

2nd Quarter: Due January 7, 2022

*Current BCTC students are **NOT** required to participate on the BBEC Trip or complete the alternative essay.

3rd Quarter: Due March 18, 2022

Smart Futures: Activities 11-15

- 11: My School and College Survey
- 12: Job Interviews
- 13: Active Listening
- 14: The Entrepreneur Within
- 15: Personal Budget
- 16: Multiple Intelligences (this is new for the 2021-2022 SY)

4th Quarter: Due May 27, 2022

Updated Resume in English 10 and upload to Smart Futures following the path below:

My Portfolio → Career Acquisition / +Add → Resume

In addition, to pass HR for the year, students must have completed all requirements from the previous years:

Smart Futures Activities 1-7

Smart Futures: Skills: (NorthStar Videos) [Attempt, not required to Pass]

- Internet Basics
- Using Email
- Social Media
- Information Literacy
- Career Search Skills
- Your Digital Footprint

2020-2021 Career Portfolio Requirements for BCTC

Current 11th Grade BCTC Students:

1st Quarter: October 22, 2021

EverFi Financial Literacy [You must earn a 70% or higher to “pass” each module].

- Complete Modules: 1-3
 - Banking Basics
 - Income & Employment
 - Budgeting

2nd Quarter: Due January 7, 2022

EverFi Financial Literacy [You must earn a 70% or higher to “pass” each module].

- Complete Modules: 4-7
- Upload Everfi Financial Literacy Certification to Smart Futures using the following path:

My Portfolio → Uploaded Artifacts → [Tag by Strand: Entrepreneurship]

Include the title: Everfi Cert

Gathering Your Thoughts: Short Overview (3-5 sentences)

Link a File: Upload your cert.

****Click SAVE****

3rd Quarter: Due March 18, 2022

Smart Futures: Activity 16

- 16: Multiple Intelligences (this is newly added for the 2021-2022 SY)

4th Quarter: Due May 27, 2022

Update Resume (English 11) Use the following path:

My Portfolio → Career Acquisition → Resume

In addition, to pass HR for the year, students must have completed all requirements from the previous years ([Click Here](#) for Additional Resources):

- **Smart Futures: Activities 1-10**
- **Smart Futures: Skills (NorthStar Videos)** [Attempt, not required to Pass]
- **College Reflection Essay**

2020-2021 Career Portfolio Requirements for BCTC

Current 12th Grade BCTC Students:

1st Quarter: Due October 1, 2021

Student must have received a “P” for their Final HR Report Card grade during the 2020-2021 school year. If they did not, they must complete the following items below.

- BCTC students will complete their Senior Presentation thru/at BCTC.
- Job Shadow NOT required for the Class of 2022.

Career Portfolio Requirements:

- Upload your Everfi Financial Literacy Certification to Smart Futures. You must earn a 70% or higher to "pass" each module:
 - Banking Basics
 - Income & Employment
 - Budgeting
 - Consumer Skills
 - Credit & Debit
 - Financing Higher Education
 - Insurance
- Complete Smart Futures Activities 8-15.
- Complete your Resume [Smart Futures-> Activities -> Resume Builder (bottom of page)] OR Upload your resume.
- Attempt (not required to "pass") Smart Futures Skills:
 - Internet Basics
 - Using Email
 - Social Media
 - Information Literacy
 - Career Search Skills
 - Your Digital Footprint
- Complete the "College Visitation Reflection Essay" **OR** "The Alternative College Visitation Reflection Essay" **Unless they were enrolled in BCTC during this school year.*
- Complete the "BBEC Essay" **OR** "The Alternative BBEC Essay" **Unless they were enrolled in BCTC during this school year.*
- Upload your previous documents (Career Chart, Matchmaker) **OR** Complete Smart Futures Activities 1-7.

2nd Quarter: Due January 7, 2022

No requirements this quarter.

3rd Quarter: Due March 18, 2022

No requirements this quarter.

4th Quarter: Due May 27, 2022

- Migration of documents to personal account (resume, etc)