

MCIS 360 JUNIOR

IMPLEMENTATION FRAMEWORK



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INTRODUCTION TO MCIS 360 JUNIOR FRAMEWORK

MCIS 360 Junior is designed to engage middle school students in their career development and future planning. Through self-surveys, reflections, research tools, and activities, **MCIS 360 Junior** helps students get excited for high school and learn how further education can move them toward their career goals. The platform is accessible, intuitive, and easy to navigate for both classroom and independent use.

Key Features of MCIS 360 Junior:

- All elements written at a 6th grade reading level
- Profiles transfer up with students to MCIS 360 High School
- **My Dashboard** saves students' favorite clusters and careers, self-survey results, personal notes, and allows them to pull quick reports.
- **Career Plan** includes customized 6th, 7th, and 8th grade plans with a structured path through components, self-surveys, reflections, and activities.
- **Self-Surveys** are available in English and Spanish
- **Careers** are presented in a **cluster focus**, allowing for in-depth exploration
- **Resume and Cover Letter** creator are available

This guide provides you with a framework to deliver the **Career Plan** elements of **MCIS 360 Junior**. You will find letters to teachers that explain the goal of career development in the classroom and introduce MCIS 360 Junior, activity description for the **MCIS 360 Junior Base Career Plan**, and a letter for students. These letters and descriptions are based on the standard release Career Plan with base activities and should be customized to meet your state or site needs.

CAREER DEVELOPMENT IN THE CLASSROOM: A MESSAGE TO TEACHERS

The purpose of classroom career development is to motivate students to become “engaged” — to take control of their own lives by:

- a. Exploring who they are becoming (Who Am I?)
- b. Linking their emerging selves to needed future plans (Where Am I Going?) (How Do I Get There?)

The overriding motivation is to instill hope as well as realism to guide student attitudes and actions regarding education, career, and life. In developing a career development curriculum for middle schoolers, consider these **Seven Elements of Success**:

1. **Define the Framework:** Tie all elements of your career development program together and clearly articulate it to other staff, students, and parents.
2. **Build a Developmental Model:** You should not be alone in one class offering career development content. Work with other teachers, counselors, and administrators in your building and district to create a program offering appropriate activities for self-awareness, exploration, and planning at all levels, K through 12.
3. **Focus on the Process:** Career development is a life-long process, not a single decision-making moment. Teach self-awareness, research, decision-making, problem solving, and employability skills throughout education.
4. **Learn to Plan today, Plan to Learn tomorrow:** Personal planning is a life skill. People do not innately know how to plan. Just like math or reading, the skills to plan need to be taught over time.
5. **Develop Information Seeking Skills:** In an information age, finding, evaluating, and using information are important transferable skills.
6. **Use Cooperative Learning Strategies:** Build teamwork, communication skills, flexibility, and respect for diversity.
7. **Prepare for Change:** Change provides opportunities, if you are prepared for it.

INTRODUCTION TO MCIS 360 JUNIOR CAREER PLAN: A MESSAGE TO TEACHERS

MCIS 360 Junior Career Plan is designed to engage middle-school students in their professional and career development. MCIS stands for Career Information System. The **Career Plan** uses developmentally appropriate self-surveys and activities that help students get excited about high school and how further education can move them toward career goals.

The model organizes learning into three categories:

- Who Am I?
- Where Am I Going?
- How Do I Get There?

Activities in **Career Plan** are presented in a sequence to facilitate classroom implementation, and activities are designed to be intuitive for students to complete independently.

CAREER PLAN ACTIVITY BREAKDOWN BY GRADE:

This **MCIS 360 Junior Base Career Plan** should be updated before distributed if changes are made to plans at the state level, or if new plans are created. Activities below may be marked as cumulative. This means in the base plan they are included in multiple years to promote reflection and growth. MCIS360 High School will carry over results from Junior.

6 th Grade Getting Started	7 th Grade Looking Deeper	8 th Grade Next Steps
Who Am I?	Who Am I?	Who Am I?
CCI Quick Pic CCI Quick Pic Reflections Things I Like to Do Learning Styles Survey Learning Styles Survey Reflection	Interest Profiler Mini Interest Profiler Mini Reflections Qualities for Success Important Life Events My Accomplishments	Should I Join? My Network My Resume Information Thinking About Myself Reality Check Reality Check Reflections
Where Am I Going?	Where Am I Going?	Where Am I Going?
Career Cluster Project What are Working Conditions? How Do I Make Decisions? Jr. Careers	Why Do People Work? What Rewards Do I Want from Work? Learn a New Skill Make a Change Jr. Careers	Jr. Careers Job Shadow Guide Experiential Learning Plans Personal Goals Academic Goals
How Do I Get There?	How Do I Get There?	How Do I Get There?
Listening Skills on the Job Being Dependable Using My Time for Success	Connect School and Job Success Job Success Scale	Workplace Employability Skills Workplace Employability Skills Reflection Explore Electives Options After High School Education Plans Coming Soon: Reference Tracker

CAREER PLAN ACTIVITY DESCRIPTIONS BY GRADE

6TH GRADE PLAN

Activity	Description for Student
CCI Quick Pic	CCI Quick Pic is a self-survey that uses pictures to help you think about activities that you like.
CCI Quick Pic Reflections	Research your top three career clusters and favorite the ones you are most interested in. Reflect on your cluster results to consider if they interest you, and if not, which clusters do. CCI Quick Pic self-survey is required before completing this activity.
Things I Like to Do	Brainstorm activities that you enjoy to help you find a career that includes activities you will like.
Jr. Careers	Explore the Career Clusters List . Favorite career clusters that interest you. Career clusters are groups of careers that use similar knowledge and skills.
Career Cluster Project	Create a collage, poster, or report that explores one of your top three Career Clusters. Include things to know, related careers, and helpful high school courses. CCI Quick Pic self-survey is required before completing this activity.
What are Working Conditions	Reflect on your preferences when it comes to working conditions and think about what to prioritize as you consider a career.
Learning Styles Survey	This short survey can help you identify the ways you learn best. Knowing more about your learning style will make you a more effective learner. You will also get study tips for your learning style.
Learning Styles Survey Reflections	Investigate your results from the Learning Styles Survey by reflecting on your preferred learning style and study tips that you would like to try. Learning Styles Survey is required before completing this activity.
Listening Skills on the Job	Research careers that require strong listening skills and consider scenarios that might be impacted by listening skills.
How Do I Make Decisions?	Consider a decision you need to make and practice using a six-step model to learn how to make that decision.
Being Dependable	Review three work scenarios, considering what potential problems could arise and how a dependable person would handle them. Being dependable is an important skill for success at school and at work.
Using My Time for Success	Research how to use your time more successfully. Complete a journal of your activities for one day and compare it to someone who you know that is well organized.

7th GRADE Plan

Activity	Description for Student
Interest Profiler Mini	The Interest Profiler Mini self-survey helps you find how your interests relate to careers you may want to explore. Connecting interests to careers is one way to find a career you will enjoy!
Interest Profiler Mini Reflection	Explore your top interest areas from your Interest Profiler Mini self-survey, reflecting on whether those best describe you or if there are others that stand out to you. Interest Profiler Mini is required before completing this activity.
Jr. Careers	Explore the Career Clusters List . Favorite career clusters that interest you. Career clusters are groups of careers that use similar knowledge and skills.

Why do people work?	Interview one person you know to learn why they work, what they like/dislike about working, and why they have the job that they have. Reflect on why you want to work.
What rewards do I want from work?	Review a list of rewards from working (ex: set my own schedule, work as part of a team) and rate whether they are very important, moderately important, or not important to you. Knowing what rewards are important to you can help you decide which job you really want.
Qualities for Success	Consider personal characteristics that describe you and make you successful in school, the community, and work. Reflect on those qualities and which you would like to improve.
Connect School and Job Success	Draw connections between what makes employees successful at their jobs and what makes students successful at school. Think about specific qualities and situations where they come up at school, for example reliability, responsibility, and honesty.
Job Success Scale	Review a list of skills and rate whether they are a lot like you, somewhat like you, a little like you, or not like you. Reflect on your strongest skills and the ones you would like to improve. Many of the skills you use to be successful as a student will also help you be a successful employee.
Important Life Events	Think about important experiences in your life by creating a life event timeline. Reflect on what you learned or how they changed you. Then create a future event timeline predicting what important events you see happening in the next five, ten, and fifteen years.
My Accomplishments	Make a list of your accomplishments, what you enjoyed from them, and what skills you learned. Knowing your skills and what you enjoy can help you find the right career for you.
Learn a New Skill	Practice setting a goal by selecting a new skill that you would like to develop. Name the specific goal, identify who can support you, create an action plan, develop a plan for when things get in the way, and set a timeline.
Make a Change	Identify something you would like to change and create a plan. Name the specific change, identify who can support you, create action steps, develop a plan for when things get in the way, and determine how to measure the change.

8TH GRADE PLAN

Activity	Description for Student
Reality Check	How much money will you need to support your lifestyle? What careers match your financial needs? Take a Reality Check to find out!
Reality Check Reflections	Use your Reality Check results to explore your Custom Careers List. Knowing how much money you will need to support your lifestyle can help you find careers that will pay the salary you need. Favorite careers from your list and consider what you have learned about yourself. Reality Check is required before completing this activity.
Jr. Careers	Explore the Career Clusters List . Favorite career clusters that interest you. Career clusters are groups of careers that use similar knowledge and skills.
Job Shadow Guide	Prepare for and complete a job shadow to learn about a career that interests you. Create an email or phone script to request the shadow, prepare questions, brainstorm observations, and complete the shadow. Use the script to prepare a follow up thank you note for your host and reflect on what you learned from the experience.
Workplace Employability Skills	The Workplace Employability Skills Self-Survey can help you evaluate your employability skills. Employability skills are things like professionalism, collaboration, and ethical practices. These are skills that employers look for when hiring.

Workplace Employability Skills Reflections	Explore your top employability skills from your Workplace Employability Skills self-survey, reflecting on whether those best describe you, if there are others that stand out to you, and what you can improve on. Workplace Employability Skills self-survey is required before completing this activity.
Thinking About Myself	Brainstorm your strengths, interests, and talents in the context of home, school, and work. By identifying these characteristics, you are building your examples for future job interviews and resumes.
Should I Join?	Find the right activities or clubs that you can join through school and the community. These will help you learn more about your interests, careers, network, and develop skills. Evaluate each activity to consider whether it is a fit and research information required to join.
Explore Electives	Learn about elective options in high school and how they relate to potential careers. Reflect on criteria to use while making elective choices and research suggested electives for the careers you are most interested in. Consider how the electives you identify will help you meet your career goals.
Experiential Learning Plans	Create a library of experiential learning activities to reflect on your career development for future resumes and job interviews. Document expert presenters, tours and field trips, job shadowing, and mentoring experiences, writing a summary for each activity that includes what you learned and how it changed you. This is recommended and included in the base as an 8-12 cumulative activity, meaning it can be included each year for reflection and growth.
My Resume Information	Keep track of your experiences, skills, achievements, and activities for your resume. Using the Resume builder, add your contact information, qualifications, experience, education, certificates, skills, and other achievements. This is recommended and included in the base as an 8-12 cumulative activity, meaning it can be included each year for reflection and growth.
Personal Goals	Reflect on your personal goals that focus on you as an individual, not school, friends, or career. Develop a specific goal, brainstorm who will support you, create a target date to complete the goal, and document the results you will look for. This is recommended and included in the base as an 8-12 cumulative activity, meaning it can be included each year for reflection and growth.
Academic Goals	Create an academic goal that focuses on school. Set the specific goal, brainstorm who will support you, create a target date to complete the goal, and document the results you will look for. This is recommended and included in the base as an 8-12 cumulative activity, meaning it can be included each year for reflection and growth.
Options After High School	Learn about options for after high school and how you can begin preparing now. Explore dual credit and enrollment, AP, IB, 2- year community colleges and technical schools, 4-year schools, the military, and apprenticeship options.
Education Plans	Document your education plans and what preparation is needed to get there. There are many options, ranging from military to apprenticeships to a college. This is recommended and included in the base as an 8-12 cumulative activity, meaning it can be included each year for reflection and growth.

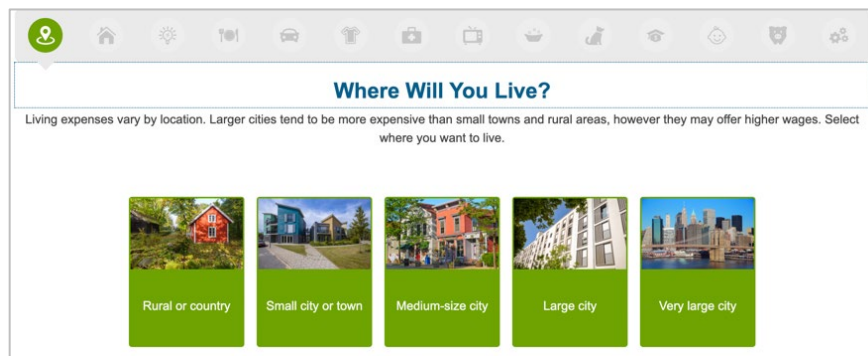
WHAT DO I WANT TO DO AFTER HIGH SCHOOL?

HOW DO I GET THERE?

Research shows that students with goals and plans do better in school **and** are more likely to graduate and succeed. One way you can plan for your future success is by using **MCIS 360 Junior**. You will use MCIS 360 Junior throughout middle school. Each year, you will explore:

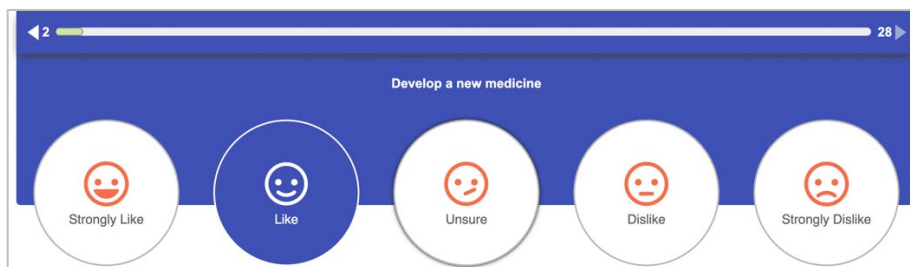
- **Who Am I?** Examine who you are and who you are becoming.
- **Where Am I Going?** Identify school, career, and life goals.
- **How Do I Get There?** Figure out routes to achieving those goals.

MCIS 360 Junior includes fun self-surveys, activities, and reflections that help you answer these questions.



*How much money will you need to support your lifestyle?
What careers match your financial needs? Take a **Reality Check** to find out!*

You will store your results and reflections to help build your **Career Plan**. You can use it over and over again to update your reflections or completely change them. MCIS 360 continues growing with you, so the goals and plans that you set in middle school will follow you to high school.



*The **Interest Profiler** helps find how your interests relate to careers you may want to explore. Connecting interests to careers is one way to find a career you will enjoy!*



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