**Career Orientation Pacing Guide**

Semester Course

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| *Based on* **CIMC Curriculum, *Career Orientation,* 2014** | **Recommended Weeks** |
| **FCCLA INTRODUCTION** | **2 weeks** |
| **Unit 1 – Understanding Yourself** | **2 weeks** |
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| **Unit 2 – Planning for a Career** | **1 week** |
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| **Unit 3 – Applying for a Job** | **3 weeks** |
| **TESTING** | **1 week** |
| **Unit 4 - Succeeding on the Job** | **1 week** |
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| **Unit 5 - Communicating for Career Success** | **1 week** |
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| **Unit 6 - Managing Your Time** | **1 week** |
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| **Unit 7 - Managing Your Money** | **1 week** |
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| **Unit 8 - Technology in the Workplace** | **1 week** |
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| **Unit 9 - Balancing Family and Career** | **1 week** |
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| **Unit 10 – Safety in the Workplace** | **1/2 week** |
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| **Unit 11 – Diversity and Ethics *(use CCFCS website for strategies)*** | **1 week** |
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| **Unit 12 – Entrepreneurship *(use CCFCS website for strategies)*** | **½ week** |
| **TESTING** | **1 week** |