![SchoolData.net logo]

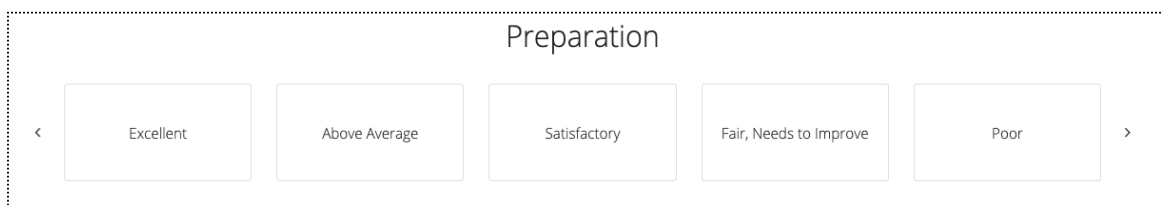# How to Create a Custom Career Planner Survey

Important information: At this time, School Data will create the Surveys and publish them to the grade level determined by the District. Here are the items we need to create these Surveys.

What SDS needs:

- **Title: Name of Survey** (Example: Career Research)
- **Questions: What are you asking the students?** (Example: What Career are you most interested in? What three courses could you take in College to help you achieve your career goal?)
- **Student Answers: How would you like the students to answer?**
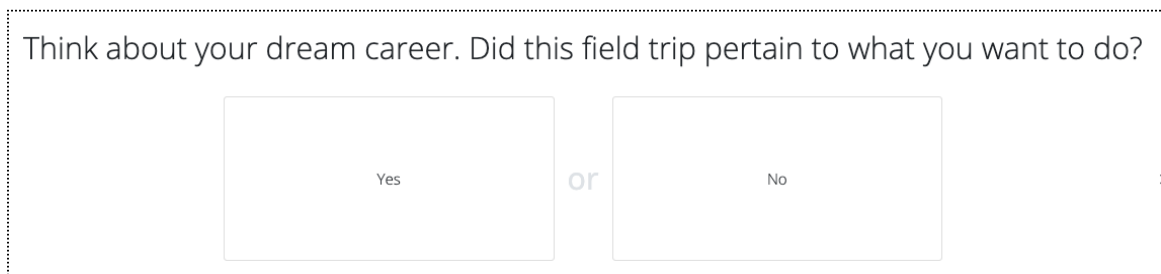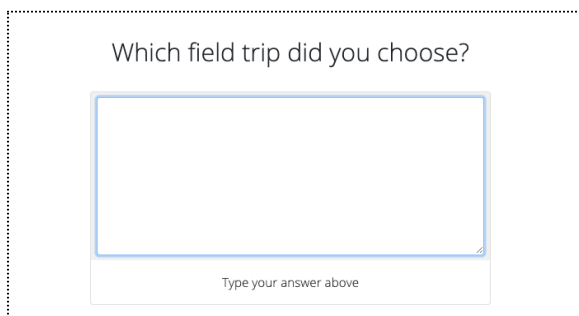
  Examples:

  - Multiple Choice / Multi Select

  - True/False, Yes/No

  - Fill in the Blank, Scored answer (a text box for students to write out their answers)

○ Container (additional text or information that does not require a response from the students)

> **Step #1: Create and turn in your resume**
> Gather all of the information needed. This may take time if you have to get contact information from previous employers or volunteer supervisors. Look at the resume template and sample resume below for examples of what you'll need.
> Resume Template
> Resume Example
> Fill in all the information in the template provided or the template of your choice.
> Once you are done, **show your resume to your teacher** so that they can put it in the gradebook or give you tips on how to make it better.

● **Assigned Grade Level: What Grade Level is required to take this Survey?** (Example: 10th and 11th Grade)

Example Survey Submission:

Title: Career Research

QUESTION	ANSWER
1. What Career are you most interested in?	Scored Answer
2. Which route is best to achieve your career goal?	Multiple Choice ● College ● Internship ● Job Shadow
3. Does your career require a college degree?	Tru/False
4. What do you like best about your career?	Multi-select ● It seems fun ● It allows me to work with animals ● It allows me to work with people ● It feels like an important part of society ● It allows me to work with plants ● It will allow me to be creative
5. Answer the following statement, "I will have this career in the next _____ years."	Fill in the blank
6. Click on this "www.example.com" to see all the available career options.	Container