

## Career Planner Customization Options

### Assignments/Worksheets

A district can add links to documents for one or more students at a time in this area. Links can be accompanied by comments to provide instructions on how to use them.

#### Helpful Resources:

- [Manage Assignments and Worksheets CONNECT](#), [Assignments and Worksheets V2](#)

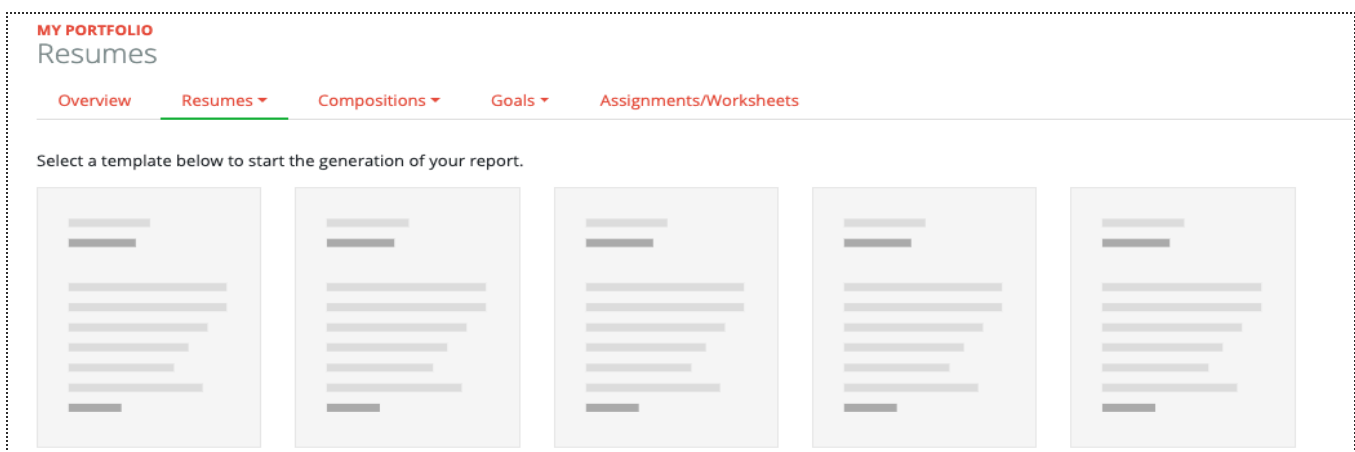


### Resume Templates

Districts will begin by utilizing a few resume templates. If you would like an additional template, please provide a completed example along with notes on where to place the Resume Builder sections on the provided template.

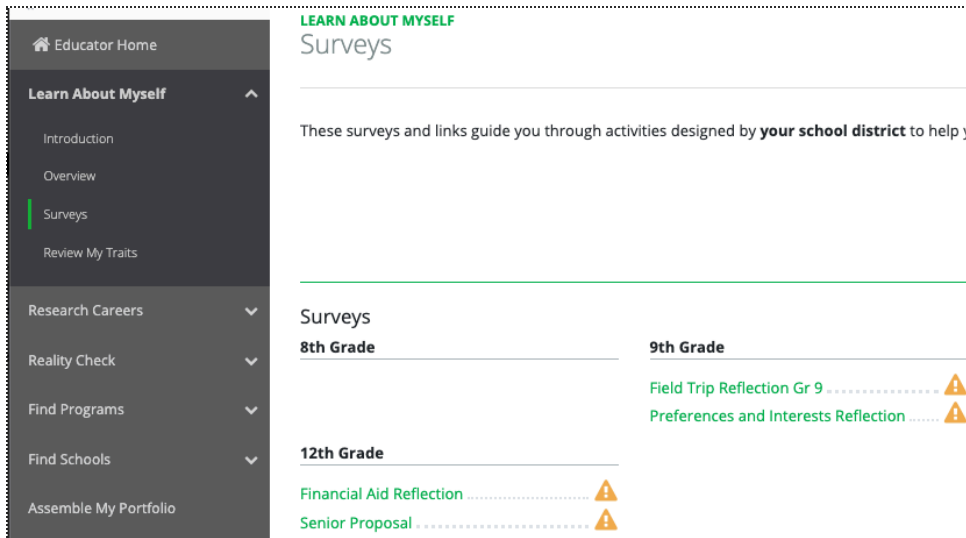
Email [support@schooldata.net](mailto:support@schooldata.net)

Helpful Resources: [Assemble My Portfolio \(Student\)](#), [CONNECT](#), [Assemble My Portfolio: Resume V2](#)



## Surveys

All districts will start with a **Financial Aid Reflection Survey** for 12th graders. If a district is interested in adding a survey, please email [support@schooldata.net](mailto:support@schooldata.net) with a PDF or Word document that lists the questions and specifies the desired question format.



**LEARN ABOUT MYSELF Surveys**

These surveys and links guide you through activities designed by **your school district** to help you:

**Surveys**

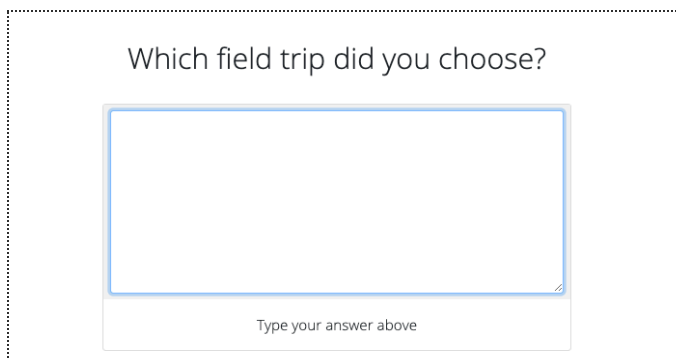
8th Grade	9th Grade	12th Grade
	Field Trip Reflection Gr 9 ..... ⚠️ Preferences and Interests Reflection ..... ⚠️	Financial Aid Reflection ..... ⚠️ Senior Proposal ..... ⚠️

### What SDS needs:

- **Title: Name of Survey** (e.g., Career Research)
- **Questions:** What are you asking the students?
- **Student Answers:** How would you like the students to answer?
- **Assigned Grade Level:** What Grade Level is required to take this Survey? (Example: 10th and 11th Grade)

### Example Survey Types:

- **Fill in the Blank or Scored Answer:** A text box to write out their answers.
  - (e.g., Answer the following statement, “ I will have this career in the next \_\_\_\_ years..”)



Which field trip did you choose?

Type your answer above

- **True/Fales or Yes/No**
  - (e.g., My career requires a college degree.)

Think about your dream career. Did this field trip pertain to what you want to do?

Yes or No

- **Multiple Choice or Multi-Select**

- (e.g., Which route is best to achieve your career goal? A. College, B. Internship, C. Job Shadow)

Preparation

< Excellent Above Average Satisfactory Fair, Needs to Improve Poor >

- **Container:** Additional text or information that does not require a response from the students.

- (e.g., Click on this [your URL link] for all the available career options.)

**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.

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