

College and Career Preparedness (CCP) Level 2 Standards at a Glance

Level 2 Standard	Level 2 Proficient Rubric
Technology	
Digital Citizenship and Technology Use: Understand the consequences of your digital footprint	<ul style="list-style-type: none"> - Describe digital footprint - Assess and explain the role social media plays in your life (types of social media, amount of time spent on social media, purpose of social media, etc.) - Explain the benefits and risks of sharing personal information on different social media platforms and your responsibility to others - Analyze the risks and benefits of creating different online personas
Collaboration: Complete a collaborative project using a digital platform	<ul style="list-style-type: none"> - Assume a variety of roles and responsibilities while working constructively toward a common goal - Assess the group's collaborative effort - Reflect on your experience and contributions
Technology Literacy: Utilize troubleshooting knowledge and skills to address technology issues	<ul style="list-style-type: none"> - Identify a variety of basic troubleshooting strategies for minor technology issues - Create a method for sharing your findings with other stakeholders - Demonstrate the ability to apply knowledge in real world situations
Media Literacy and Research Strategies: Discuss the concept of media literacy and understand its relevance to learners	<ul style="list-style-type: none"> - Investigate media literacy and its importance - Provide examples of how the media and technology can be used misrepresent information - Examine how the media can impact people's beliefs and values
Plagiarism and Copyright: Analyze the concepts of plagiarism, copyright and fair use, understanding the significance of each	<ul style="list-style-type: none"> - Explain the concepts of copyright and fair use - Identify different examples of plagiarism - Distinguish between copyrighted and non-copyrighted material - Discuss the impacts of copyright and fair use on students and education
Computer Applications 1: Learn about and share a different computer application that can be used in an educational setting	<ul style="list-style-type: none"> - Explore a variety of computer applications that can be used for educational purposes - Research multiple applications, including: <ul style="list-style-type: none"> - Pros and cons - Best use for application - Hardware requirement - User feedback - Share findings with other students
Computer Applications 2: Demonstrate a basic understanding of computer coding	<ul style="list-style-type: none"> - Demonstrate a basic understanding of coding through participation in a workshop, intensive, coding class, training, or successfully coding an original work
Internet Safety: Examine specific dangers on the internet	<ul style="list-style-type: none"> - Create and maintain guidelines for establishing online relationships with friends, casual acquaintances, and strangers - Examine factors that intensify cyberbullying, providing specific solutions to address the issue - Examine various online privacy terms and policies
Career Readiness	
Professional Etiquette: Identify and demonstrate professional etiquette in a variety of settings	<ul style="list-style-type: none"> - Complete a self reflection on professional etiquette (classroom, email, workspace, social media, knowing your audience and context, etc.) - Consistently demonstrate professional etiquette
Career Survey: Continue to reflect on potential career path through examining career survey results	<ul style="list-style-type: none"> - Take a different interest and career survey than in CCP 1 - Write a reflection on survey results - Discuss results with support system (family, friends, peers, staff, etc.) - Include both survey results and reflection in career portfolio
Career Exploration: Investigate potential careers through participation in a focused career exploration opportunity	<ul style="list-style-type: none"> - Attend a guided career field trip or participate other focused opportunity - Prepare questions for the experience, and write a reflection on what you learn - Display professional etiquette throughout the experience (attire, behavior, speech, etc.)
Personal Finance: Examine real world money management skills	<ul style="list-style-type: none"> - Explain how you can improve your personal human capital - Demonstrate the role taxes and credit cards play in budgeting - Define at least three different types of loans and explain how interest rates affect their cost - Compare and contrast renting and purchasing - Discuss the important of saving for emergencies
Portfolio: Revise and present digital portfolio to stakeholders	<ul style="list-style-type: none"> - Update digital portfolio to include: <ul style="list-style-type: none"> - New work samples (at least 2) - Out of school activities and interests - Updated career reflection - Relevant skills for college or career path - Rpdate "about me" with photo - Present portfolio to a group of stakeholders, requesting feedback (SLC, PSS Advancement, or Advisory conference)
Communicate effectively through oral, written, and nonverbal communication: Utilize a variety of communication techniques	<ul style="list-style-type: none"> - Demonstrate appropriate etiquette and professional communication during phone conversation - Demonstrate appropriate use of email (or other messaging tool) for professional communication - Examine nonverbal communication and discuss it's impact on communication