CAREER MANAGEMENT EDUCATION FOR CHENNAI SCHOOLS

BACKGROUND

In line with the goals set out by the Chennai Corporation, I.N.D.I.A. TRUST will offer Career Management Education for the 10th and 12th students taking advantage of the new opportunities provided by Information and Communication Technology through Multimedia presentation and face to face mode (Integrated Blended Education).

The Service of I.N.D.I.A. TRUST will also provide enhanced access to the scientific knowledge to support the prudent management of the students' environment and help map out Career pathways for students' sustainable development.

The availability of our training resources will contribute to increasing students' sensitivity to, and involvement in, finding solutions for their educational and career environment and development problems, develop expertise to understand the potential and the limits of the aspiration, and foster ethical awareness, values and attitudes, skills and behaviour needed.

This initiative will involve the development of multi-lateral learning process and goals on career management in collaboration with various knowledge partners of I.N.D.I.A. TRUST, working in an on-line and decentralised designed to build on the strength and advantages of our partners with a focus on serving the needs of the Chennai Schools.

We are looking to work to develop and produce modules that will be made accessible via our learning management system specially created for Chennai Schools' boys and girls.
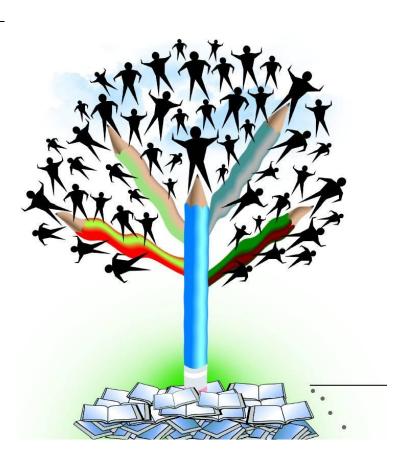
We also envisage I.N.D.I.A. TRUST to continuously participate through the provision of expertise, collaboration on training implementation and supervision, development and sharing of resources and benefitting from the shared experiences and communication with other likeminded partners.

Students **T**eachers **E**mployers **P**arents **S**upport systems

CAREER PATHWAYS

1. ENGINEERING AND ALLIED COURSES

2. GENERAL SCIENCE

3. COMMERCE, LAW AND MANAGEMENT

4. GENERAL ARTS

5. MEDICINE, PARAMEDICAL AND ALLIED COURSES

6. GOVERNMENT JOB, SERVICE EXAMINATIONS

7. MLITARY AND POLICE

8. SELF EMPLOYMENT AND VOCATIONAL COURSES

9. SPORTS

10. MEDIA AND COMMUNICATION

I.N.D.I.A. TRUST CAREER MANAGEMENT PATHWAY
FOR 10TH STD AND +2 STD CHENNAI SCHOOL STUDENTS

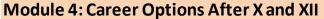## Module 1: What is a career and Career Development

- Definition of works/job/career
- Role of career in life
- Need of Career Guidance
- Career Development Stages

Module 2: Career Planning

- Need for career planning
- How career choices are made

Module 3: Steps in CAREER PLANNING

- Understanding one self
- Other information required to plan a career
- Aligning personal strengths with the right job.
- Setting goals Make Action plan

Module 4: Career Options After X and XII

- Options available after X
- Options available after XII
- Options for Vocational Skill training

Module 5: Career Choices of Adolescents and Parental Concerns

- Understand the concerns of parents in career choices
- Communicating effectively with adolescents

Module 6: Skills required for Career Guidance

- Identifying skills required for providing career guidance
- Teachers as effective career counselors
- Skills required for effective career guidance

Module 7: After Plan and Evaluation

- Action Plan
- Reporting
- Evaluation

Module 8: Intervention Tools

- SWOT Analysis
- Assessment Sheet
- Stages and Development
- Career Awareness
- Career Planning
- Career Development
- Parents need to be role models
- Motivation for Students
- Guidance and Counselling
- Activities

- **HIGHER SECONDARY COURSES IN**

  - **SCIENCE**
    PCMB [PHYSICS, CHEMISTRY, MATHS AND BIOLOGY]
    PCMCs [PHYSICS, CHEMISTRY, MATHS AND COMPUTER SCIENCE]
    PCBHs [PHYSICS, CHEMISTRY, BIOLOGY AND HOME SCIENCE]

  - **COMMERCE**
    ACCOUNTANCY, ECONOMICS, BUSINESS STUDIES AND COMPUTER SCIENCE
    ACCOUNTANCY, ECONOMICS, BUSINESS STUDIES AND HOTEL MANAGEMENT ACCOUNTANCY,
    ECONOMICS, BUSINESS STUDIES AND TRAVEL AND TOURISM

  - **HUMANITIES**
    HISTORY, ECONOMICS, SOCIOLOGY AND POLITICAL SCIENCE
    HISTORY, ECONOMICS, SOCIOLOGY AND JOURNALISM HISTORY, ECONOMICS, SOCIOLOGY AND
    PSYCHOLOGY

- **DIPLOMA ENGINEERING IN**
  ELECTRICAL AND ELECTRONICS ENGINEERING MECHANICAL ENGINEERING
  ELECTRONICS AND COMMUNICATION COMPUTER ENGINEERING ETC.:

  - **JOB ORIENTED SHORT TERM COURSES**
    - **ITI COURSES-ELECTRICIAN, MOTOR VEHICLE MECHANIC,** BRANCHES OF ENGINEERING
    - INFORMATION TECHNOLOGY
    - PREMIER ENGINEERING COLLEGES
    - IIT ADMISSION
    - AIEEE AND PROCEDURE
    - BITSAT
    - THERAPY/PHYSICAL THERAPY
    - OCCUPATIONAL THERAPY
    - MEDICAL LAB TECHNICIAN ETC ...
    - NCE
    - STATISTICS
    - METEOROLOGY
    - GEOLOGY ETC ... ETC. ..
    - ECHANIC ETC ...

OPTIONS AVAILABLE AFTER XII

STEP-1

Ask the participants what are all the options available after XII standard. Make a PowerPoint presentation or use flip chart to explain on the options available after XII standard.

STEP-2

Tell them that completion of 12th standard is very crucial and it sets the course of one's future.

STEP-3

Ask the participants to raise questions or express their view on the subject. Sum up the session by highlighting the options available and current trends in the career choices.

ENGINEERING
- BRANCHES OF ENGINEERING
- INFORMATION TECHNOLOGY
- PREMIER ENGINEERING COLLEGES
- IIT ADMISSION
- AIEEE AND PROCEDURE
- BITSAT

PARAMEDICAL COURSES
- NURSING
- PHARMACY
- PHYSIOTHERAPY/PHYSICAL THERAPY
- OCCUPATIONAL THERAPY
- MEDICAL LAB TECHNICIAN ETC...

OPENING FOR MATHS AND PHYSICS
- MATHEMATICS
- COMPUTER SCIENCE
- STATISTICS
- METEOROLOGY
- GEOLOGY ETC...

AFTER HIGHER SECONDARY

COMMERCE
- BANKING
- HOTEL MANAGEMENT
- INSURANCE
- TRAVEL AND TOURISM ETC...

FINANCE & MANAGEMENT
- INVESTMENT
- ACCOUNTING
- HRD
- MARKET RESEARCH ETC.

ENVIRONMENT & SOCIAL SCIENCE
- DISASTER MANAGEMENT
- EDUCATION MANAGEMENT
- ENVIRONMENTAL MANAGEMENT
- FOREST MANAGEMENT ETC...

ART
- ANIMATION
- ARCHITECTURE
- CARTOONING
- ILLUSTRATION ETC...

MEDICINE
- MBBS
- BDS
- BAMS
- BHMA
- BUMS ETC...

OPENING FOR CHEMISTRY AND BIOLOGY
- CAREERS IN BIOLOGICAL
- ENVIRONMENTAL SCIENCE
- GENETICS
- FORENSIC SCIENCE
- WILDLIFE ETC...

ALLIED SCIENCE
- FORESTRY
- VETERINARY SCIENCE
- HORTICULTURE AND FLORICULTURE
- AGRICULTURE AND FISHERIES

AFTER HIGHER SECONDARY

HUMANITIES
- HISTORY
- ECONOMICS
- POLITICS
- PSYCHOLOGY ETC...

MEDIA & COMMUNICATIONS
- ADVERTISING
- FILM INDUSTRY
- JOURNAKISM
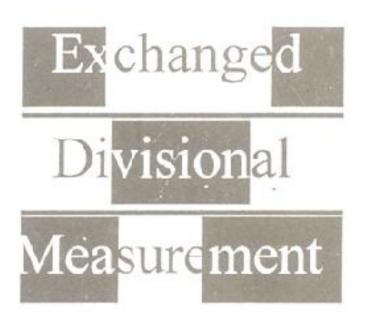- PHOTOGRAPHY ETC...

EXPORT MANAGEMENT
- EXPORT MANAGEMENT
- MATERIAL MANAGEMENT ETC...

OPEN TO ALL
- FASHION DESIGN
- INTERIOR DECORATION
- CA
- CS
- CWA

NAME OF THE VOCATIONAL TRAINING TRADE

- Foundry Man
- Sheet Metal Worker
- Plastic Processing Operator
- Painter General
- Fitter
- Turner
- Machinist
- Attendant Operator (Chemical Plant)
- Laboratory Assistant (Chemical Plant)
- Information Technology & Electronics System Maintenance
- Mechanic Industrial Electronics
- Mechanic Mechatronics
- Operator Advanced Machine Tools
- Draughtsman (Mechanical)
- 1 year Non metric engineering
- Driving
- Plumber
- Mason
- Fitter
- Domestic Wireman
- Turner
- Welder
- Motor Rewinding
- Refrigerator Mechanic
- Beauty Parlour Management

SYSTEM AND PROCESSES RECOMMENDED BY I.N.D.I.A. TRUST

Step 1:

Meeting individual school Headmasters and leaving with them the required number of questionnaires which should be distributed to the students and have to be completed before the commencement of public examination

Step 2:

The completed forms will be collected by our organization from the School principals before the prescribed dates (Tentatively scheduled before the end of this month for the +2 students and subsequently for the 10th standard students after the completion of their public exam)

Step 3:

Our organisation will analyse the questionnaires and will form various clusters depending on students' career preferences.

Cluster 1:	**ENGINEERING AND ALLIED COURSES**
Cluster 2:	**GENERAL SCIENCE**
Cluster 3:	**COMMERCE, LAW AND MANAGEMENT**
Cluster 4:	**GENERAL ARTS**
Cluster 5:	**MEDICINE, PARAMEDICAL AND ALLIED COURSES**
Cluster 6:	**GOVERNMENT JOB, SERVICE EXAMINATIONS**
Cluster 7:	**MILITARY AND POLICE**
Cluster 8:	**SELF EMPLOYMENT AND VOCATIONAL COURSES**
Cluster 9:	**MEDIA AND COMMUNICATION**
Cluster 10:	**SPORTS**

Step 4:

Based on the cluster formation, identical groups will be formed with each group constituting average 100 students either belonging to the same school or school situated in and around neighbourhood areas.

Step 5:

A team of Trainers and Career Counsellors from our organisations will be deployed to reach all schools (either to individual institutions or to the group of schools depending upon the cluster and group formation to Conduct Career Counseling and Training Workshops supported with multimedia presentation)

Step 6:

The duration of the training work shop will be for 10 hours spread over three sessions which can be completed within the span of 15 to 30 days.

Step 7:

Each student will receive specific knowledge inputs based on his/her choice according to the cluster. The output of the training will be to help the individual student to identify suitable career to his/her life and also to help him to create a road map to achieve it.

Step 8: Training Inputs:

Information about various career options and institutions providing them (For Higher Studies/ Employment /Self Employment /Vocational Courses):

- Personality Development.
- Examination preparation skills
- Communication Skill Development.
- Overcoming Inferiority Complex.
- Self Management and Self Motivation Skills.
- Managing Poor Self Esteem, Shyness, Stress.
- Complete guidance to connect learning with living.

Step 9: Certificate:

After the completion of Training and Workshops, the students can be given a certificate of Proficiency in Career Management.

Step 10: Feedback:

Periodical feedback will be obtained for assessment and appraisal right from the learning till students reach their career destination.

FEATURES OF THE TRAINING

Asynchronous learning

Asynchronous learning is when communication between trainer and trainee do not occur simultaneously. I.N.D.I.A. TRUST propounds self-paced learning process, exchanging messages, either electronically or in person with mentors and trainers or by posting messages to a discussion group.

Authoring tools for asynchronous learning will be provided by I.N.D.I.A. TRUST.

Collaborative tools can sometime be provided to host moderated discussion group where students and instructors can collaborate on training related materials or assignments to facilitate asynchronous learning.

In addition, real time synchronous chat allows learners to communicate with their peers and instructors, emulating a physical classroom setting.

Content Management System

A unique content management system can be built for Chennai Schools using robust built in research capabilities. We will create information portals for Chennai Schools, which could serve as the foundation for the practice of Knowledge Management and to organize documents and media assets.

FINANCIAL UNDERSTANDING

BUDGET PROPOSAL ON CAREER GUIDANCE AND EXAMINATION PREPARATION PROGRAMME

COST OF THE VIDEO PRODUCTION INVOLVES THE FOLLOWING AREAS

GENERAL VIDEO – 1 FOR 10TH AND 1 FOR 12TH
SPECIAL VIDEOS ON 10 CLUSTERS
TOTAL NO OF VIDEOS = 11

Pre-production _____ Rs. 5, 00, 000

Research

A special team of academicians to be hired for one month to work on the best career options and institutes to pursue one's higher studies.

Scriptwriting and storyboard _____ Rs. 5, 00, 000

- o Planning ie. shooting schedule
- o securing locations, acquiring permissions
- o artists
- o the Shoot
- o camera man and recording theatre hire charges

Post-production _____ Rs. 5, 00, 000

- o assembly of rushes
- o animations
- o music
- o recording of voice-over
- o titles and graphics
- o rough edit
- o final edit
- o cover design

I.N.D.I.A. TRUST is proposing to change Rs. 300 per student for the entire service (inclusive of multimedia products). 50% advance shall be released while assigning the project to I.N.D.I.A. TRUST.

Conclusion:
We are confident that we should be able to provide a full fledged qualitative service to the students and help the students to achieve career success in their life.

from learning…

…to living !