Text of Adopted New 19 TAC

Chapter 127. Texas Essential Knowledge and Skills for Career Development

Subchapter B. High School

§127.16. Extended Career Preparation (One Credit), Adopted 2016.

(a) General requirements. This course is recommended for students in Grades 11 and 12. Prerequisite: Successful completion of one or more advanced career and technical education courses that are part of a coherent sequence of courses in a career cluster related to the field in which the student will be employed. Corequisite: Career Preparation I or Career Preparation II. This course must be taken concurrently with Career Preparation I or Career Preparation II and may not be taken as a stand-alone course. Students shall be awarded one credit for successful completion of this course. A student may repeat this course once for credit provided that the student is experiencing different aspects of the industry and demonstrating proficiency in additional and more advanced knowledge and skills.

(b) Introduction.

(1) Career and technical education instruction provides content aligned with challenging academic standards and relevant technical knowledge and skills for students to further their education and succeed in current or emerging professions.

(2) Career development is a lifelong pursuit of answers to the questions: Who am I? Why am I here? What am I meant to do with my life? It is vital that students have a clear sense of direction for their career choice. Career planning is a critical step and is essential to success.

(3) Extended Career Preparation provides opportunities for students to participate in a work-based learning experience that combines classroom instruction with business and industry employment experiences. The goal is to prepare students with a variety of skills for a changing workplace. Career preparation is relevant and rigorous, supports student attainment of academic standards, and effectively prepares students for college and career success.

(4) Students are encouraged to participate in extended learning experiences such as career and technical student organizations and other leadership or extracurricular organizations.

(5) Statements that contain the word "including" reference content that must be mastered, while those containing the phrase "such as" are intended as possible illustrative examples.

(c) Knowledge and skills.

(1) The student demonstrates professional standards/employability skills as required by business and industry. The student is expected to:

(A) participate in a paid work-based application of previously studied knowledge and skills related to career and technical education;

(B) participate in training, education, or preparation for licensure, certification, or other relevant credentials to prepare for employment;

(C) demonstrate professional standards and personal qualities needed to be employable such as punctuality, initiative, and cooperation with increased fluency;

(D) complete tasks with high standards to ensure delivery of quality products and services;

(E) employ teamwork and conflict-management skills with increased fluency to achieve collective goals; and

(F) employ planning and time-management skills with increased fluency to enhance results and complete work tasks.

(2) The student implements advanced professional communications strategies. The student is expected to:

(A) apply appropriate content knowledge, technical concepts, and vocabulary with increased fluency when analyzing information and following directions;

(B) demonstrate verbal and non-verbal communication consistently in a clear, concise, and effective manner;

(C) analyze, interpret, and effectively communicate information, data, and observations;

(D) observe and interpret verbal and nonverbal cues and behaviors to enhance communication;

(E) apply active listening skills to obtain and clarify information; and

(F) employ effective internal and external communications to support work activities.

(3) The student applies concepts of critical thinking and problem solving. The student is expected to:

(A) employ critical-thinking skills with increased fluency both independently and in groups to solve problems and make decisions;

(B) analyze elements of a problem to develop creative and innovative solutions; and

(C) demonstrate the use of content, technical concepts, and vocabulary when analyzing information and following directions.

(4) The student understands and applies proper safety techniques in the workplace. The student is expected to:

(A) demonstrate an understanding of and consistently follow workplace safety rules and regulations;

(B) demonstrate safe operation of tools and equipment used in the industry;

(C) describe and perform hazard analysis; and

(D) demonstrate knowledge of procedures for reporting and handling accidents and safety incidents.

(5) The student understands the professional, ethical, and legal responsibilities as they relate to employment and the workplace. The student is expected to:

(A) demonstrate a positive, productive work ethic by performing assigned tasks as directed;

(B) apply ethical reasoning to a variety of situations in order to make ethical decisions; and

(C) comply with all applicable rules, laws, and regulations in a consistent manner.

(6) The student participates in a paid career preparation experience. The student is expected to:

(A) conduct, document, and evaluate learning activities in a supervised employment experience;

(B) develop advanced technical knowledge and skills related to the student's occupational objective;

(C) demonstrate growth of technical skill competencies;

(D) evaluate strengths and weaknesses in technical skill proficiency; and

(E) collect representative work samples.