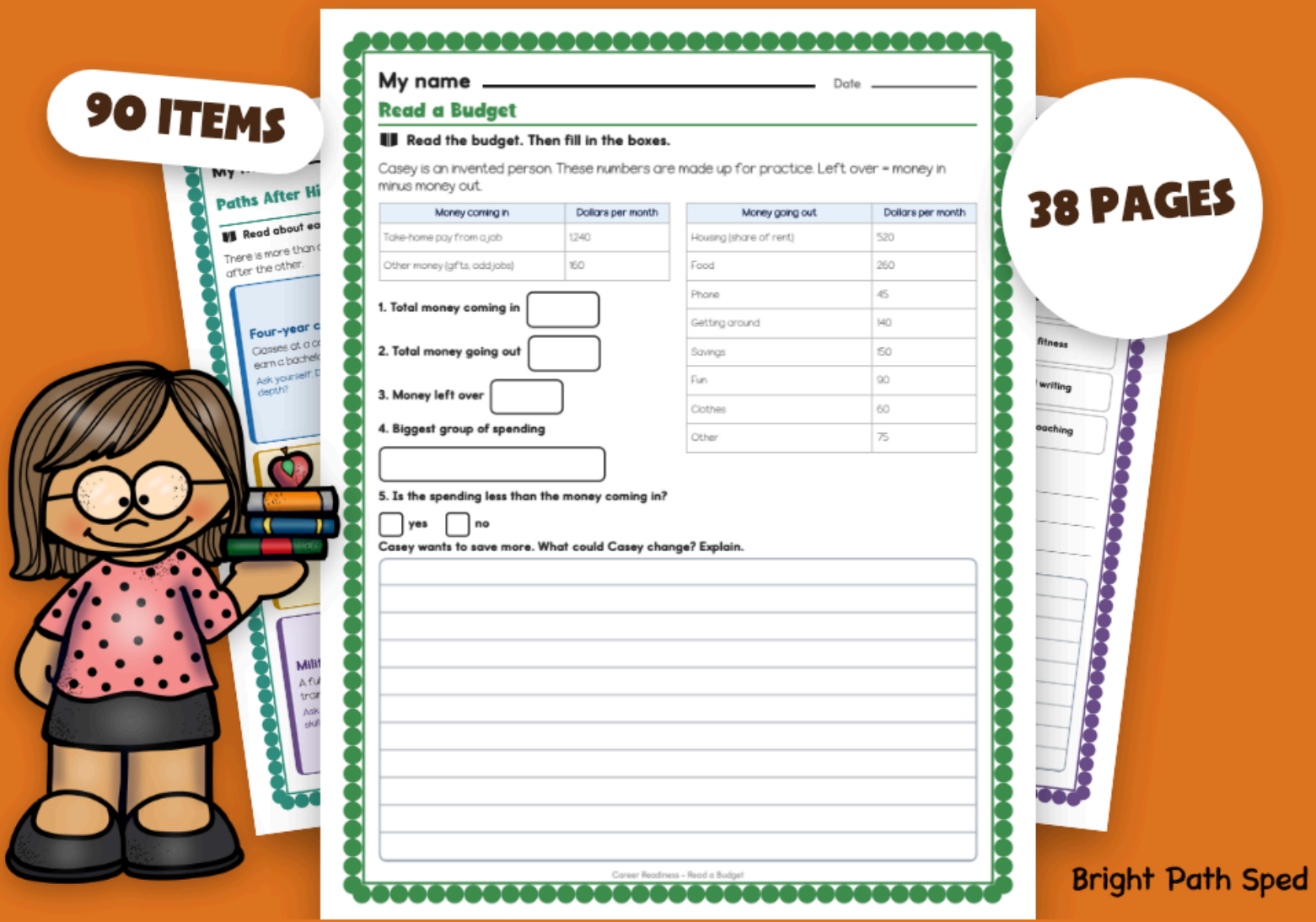
COLLEGE AND CAREER READINESS

BUDGET • PLAN • INTERVIEW

GRADES 9-12

90 ITEMS

38 PAGES



Bright Path Sped

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One classroom license

- This file is for one classroom: one teacher, one group of students.
- Please do not share it, post it online, or sell it.
- Extra licenses for a team or a school are available on the product page.

This is a fillable PDF

- Open it in a PDF reader (Adobe Acrobat Reader, Preview, or your browser), click into a line or a box, type, and Save As.
- Every name line, answer box, check box and ruled box on the student pages is a type-in field, and so are the tracker and the other record pages. You can also print any page and write by hand.
- It works offline, with no account needed.

Print at 100 percent

Turn off fit to page and shrink to fit so the ruled lines stay 0.34 inch apart and the cut pieces stay the size on the page. Every page reads in black and white.

Student work

A filled-in plan, resume, budget, tracker or team note carries a real student's information. Keep it somewhere private.

Need help?

If a field will not behave or a page will not print the way you expect, use Ask a Question on the product page before leaving a review. A fix to the file ships as a free update from My Purchases.

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PREVIEW

Teacher Notes

The parts of a student page, the page types in order, and a few teaching notes.

The parts of a page

- **The answer box.** A bordered box. Click it to type, or print and write in it.
- **The check box.** True or myth, true or false, yes or no, and the quiz choices.
- **The ruled work box.** Lines 0.34 inch apart, one idea to a line.
- **The cut lines.** Both sort pages carry 10 pieces, 5 across by 2 down, each 1.46 by 1.15 inches, edge to edge: one cut across and four down.
- **The personal pages.** Interests, skills, plan, resume and interview pages have no wrong answer, so they are not on the keys.

Page type	What it looks like	What the student does
Paths; Career Words	2 pages, 6 items	Six paths as cards, then six words to match.
Three readings	3 pages, 15 items	Paths, paycheck and budget, the interview.
Cut and Sort	2 pages, 20 pieces	Classes first or work first; do or don't at an interview.
True or Myth; Fix It	2 pages, 13 items	Eight beliefs to check, then five statements to fix.
Interests, matching, skills	4 pages, 12 items	Check interests, match interests to jobs and jobs to skills, rate my skills.
Budget pages	3 pages, 14 items	Read an invented budget, make one, then decide if three people can afford a new cost.
Plan pages	3 pages	Four-year plan, top choice and back-up, first resume.
Interview pages	2 pages	Five practice questions and a checklist for before, the day and after.
Quiz	1 page, 10 items	Ten choices.

A way to pace it

- **Week 1.** Pages 5 to 9, then the sort on page 10.
- **Week 2.** Myths, interests, matching and skills (pages 11 to 16).
- **Week 3.** The three budget pages (pages 17 to 19).
- **Week 4.** Plan, resume, interview and the quiz (pages 20 to 26).

Teaching notes

- Start with the interests page, then the paths: students choose better when they say what they like first.
- The budget pages use invented numbers and a plain heading, dollars per month. Students can swap in their own numbers on page 18.
- The plan pages have no right answer. Ask students to say a first step out loud before they write it.
- Nothing here describes a school, program or rule. Use your own school's counselor and your own state's materials for the details.

PREVIEW

Preview - Bright Path Sped

My name _____ Date _____

Paths After High School



Read about each path. Keep this page next to you.

There is more than one way to start your next step. Many people use more than one path, one after the other.

Four-year college

Classes at a college or university. You can earn a bachelor's degree.

Ask yourself: Do I want to study one subject in depth?

Two-year college

Classes at a community or technical college. You can earn an associate degree or a certificate.

Ask yourself: Would a shorter program be a good first step?

Trade or technical school

Hands-on classes that teach the skills for one kind of job.

Ask yourself: Do I want to learn one skill with my hands?

Apprenticeship

A paid job where you learn a skill from an experienced worker, and often take classes too.

Ask yourself: Do I learn best by doing the work?

Military service

A full-time job in the armed forces. You are trained for the job you are given.

Ask yourself: Do I want to serve and learn a skill?

Work right away

A job you start after school, with training on the job.

Ask yourself: What job could I start now, and where could it lead?

PREVIEW

My name _____ Date _____

Read: More Than One Path

Read. Then answer the questions.

After high school, people choose many different paths. Some go to a four-year college. Some go to a two-year college or a trade school to learn one skill. Some start an apprenticeship and earn money while they learn. Some join the military, and some go straight to work. No path is the right one for everyone. A good choice fits your interests, your skills and your goals. Many people change paths later, or use more than one.

1. What does the reading say about paths?

☐ **many paths are possible** ☐ **only college counts** ☐ **only one path is right**

2. A good choice fits your...

☐ **address** ☐ **interests, skills and goals** ☐ **luck**

3. In an apprenticeship you...

☐ **study without working** ☐ **earn money while you learn** ☐ **take no classes at all**

4. Name two paths after high school.

_____

_____

5. Can a person change paths later?

_____

_____

PREVIEW

Preview - Bright Path Sped

My name _____ Date _____

Read: Before the Interview

Read. Then answer the questions.

An interview is a conversation where an employer learns about you and you learn about the job. Before you go, read about the place. Think of a few things you do well and an example of each. Practice your answers out loud. On the day, arrive a few minutes early, greet people kindly, listen to each question and answer it. Ask one or two questions of your own. Afterward, say thank you.

1. An interview is a conversation where...

☐ **both sides learn** ☐ **only you talk** ☐ **nobody asks a question**

2. What should you do before you go?

☐ **guess about the place** ☐ **skip practice** ☐ **read about the place**

3. What makes an answer stronger?

☐ **a long pause** ☐ **an example** ☐ **a shrug**

4. Name one thing to do on the day.

_____

_____

5. What do you do afterward?

_____

_____

PREVIEW

My name _____ Date _____

True or Myth?

Check one box for each one. Write how you know.

A myth is something many people believe that is not true. Is each one true, or a myth?

1. You have to pick one career and stay in it forever.

   ☐ **true** ☐ **myth** **I know because** _____

2. Some good jobs do not need a four-year degree.

   ☐ **true** ☐ **myth** **I know because** _____

3. Everyone has to go to college right after high school.

   ☐ **true** ☐ **myth** **I know because** _____

4. Your interests can change as you try new things.

   ☐ **true** ☐ **myth** **I know because** _____

5. Only students with perfect grades can go to college.

   ☐ **true** ☐ **myth** **I know because** _____

6. Classes at a two-year college can sometimes count toward a four-year degree.

   ☐ **true** ☐ **myth** **I know because** _____

7. You cannot work while you are in school.

   ☐ **true** ☐ **myth** **I know because** _____

8. Skipping college now means you can never go later.

   ☐ **true** ☐ **myth** **I know because** _____

PREVIEW

Preview - Bright Path Shop

My name _____ Date _____

My Interests

Check what you like. Then pick your top three.

There are no wrong answers. Check as many as you like.

Building things	Fixing things	Helping people
Working with animals	Cooking	Computers
Art and design	Music	Sports and fitness
Being outdoors	Numbers and money	Reading and writing
Science	Cars and machines	Teaching or coaching

My top three:

1. _____
2. _____
3. _____

Jobs or kinds of work I want to look up:

PREVIEW

Preview - Bright Path Shed

My name _____ Date _____

Match Jobs to Skills

Match each job to a skill that helps.

Write the letter of the skill that helps most on each job.

1	Electrician	☐	A	Keeps files in order
2	Cashier	☐	B	Counts change and is friendly
3	Chef	☐	C	Measures carefully
4	Delivery driver	☐	D	Follows safety steps carefully
5	Office assistant	☐	E	Reads maps and plans a route
6	Carpenter	☐	F	Works fast with a team

Pick one job. Why could it fit you?

PREVIEW

Preview - Bright Path Sped

My name _____ Date _____

Read a Budget

Read the budget. Then fill in the boxes.

Casey is an invented person. These numbers are made up for practice. Left over = money in minus money out.

Money coming in	Dollars per month
Take-home pay from a job	1,240
Other money (gifts, odd jobs)	160

Money going out	Dollars per month
Housing (share of rent)	520
Food	260
Phone	45
Getting around	140
Savings	150
Fun	90
Clothes	60
Other	75

1. Total money coming in ☐

2. Total money going out ☐

3. Money left over ☐

4. Biggest group of spending

☐

5. Is the spending less than the money coming in?

☐ **yes** ☐ **no**

Casey wants to save more. What could Casey change? Explain.

PREVIEW

Preview - Bright Path Sped

My name _____ Date _____

Can I Afford It?

Do the math. Can they afford it?

Left over now = take-home pay minus needs. Left over after = left over now minus the new cost. Use a minus sign if it is below zero.

Mia

Mia is invented. Mia takes home 1,500 dollars a month. The needs add up to 1,280. Mia wants a gym membership that costs 45 a month.

Left over now ☐ **Left over after** ☐ ☐ **yes** ☐ **no** **Can they afford it?**

Show your work

Luis

Luis is invented. Luis takes home 1,100 dollars a month. The needs add up to 1,010. Luis wants a game and music bundle that costs 120 a month.

Left over now ☐ **Left over after** ☐ ☐ **yes** ☐ **no** **Can they afford it?**

Show your work

Dana

Dana is invented. Dana takes home 1,900 dollars a month. The needs add up to 1,560. Dana wants a car payment that costs 290 a month.

Left over now ☐ **Left over after** ☐ ☐ **yes** ☐ **no** **Can they afford it?**

Show your work

PREVIEW

Preview - Bright Path Sped

My name _____ Date _____

My First Resume

Fill in the boxes. Write about you.

A resume is one short page. Use clear, short lines.

My name and how to reach me

Name

Phone or email

My goal

The kind of work or school I want

Work, volunteer or school experience

1. Where, and when (months or years)

What I did

2. Where, and when (months or years)

What I did

3. Where, and when (months or years)

What I did

Skills (from page 16)

Four skills I can show an employer

School and references

School and grade

Two people who could speak about my work (ask them first)

PREVIEW

Preview - Bright Path Shed

My name _____ Date _____

Interview Day Checklist

Check each box when it is done.

Interview for _____ Date and time _____ Place _____

Before

- [ ] Read about the place or program
- [ ] Pick what I will wear
- [ ] Print or save my resume
- [ ] Practice my answers out loud
- [ ] Plan how I will get there and when I will leave

On the day

- [ ] Arrive five minutes early
- [ ] Greet people and smile
- [ ] Listen to the whole question
- [ ] Give an example in my answer
- [ ] Ask one question about the job

Afterward

- [ ] Say thank you before I leave
- [ ] Write what went well
- [ ] Write one thing to try next time
- [ ] Send a thank-you note

PREVIEW

Preview - Bright Path Shed

My name _____ Date _____

Quiz

Check the best answer for each one.

1. A paid job where you learn a skill from an expert is a(n)...

   ☐ **degree** ☐ **apprenticeship** ☐ **resume**

2. A plan for your take-home pay is a...

   ☐ **budget** ☐ **reference** ☐ **certificate**

3. Pay after taxes are taken out is called...

   ☐ **gross pay** ☐ **a bonus** ☐ **take-home pay**

4. A person who can tell an employer about your work is a...

   ☐ **reference** ☐ **degree** ☐ **budget**

5. Your interests can...

   ☐ **never change** ☐ **change as you learn** ☐ **only matter at school**

6. Which path starts with classes?

   ☐ **an apprenticeship** ☐ **a two-year college** ☐ **a job on day one**

7. A first resume lists your...

   ☐ **passwords** ☐ **favorite shows** ☐ **skills and experience**

8. At an interview, a good question to ask is about...

   ☐ **the job and the team** ☐ **your phone** ☐ **lunch plans**

9. If spending is more than the money coming in, what is left?

   ☐ **a number above zero** ☐ **exactly zero** ☐ **a number below zero**

10. After you pick a path, a good next step is to...

    ☐ **wait and see** ☐ **write down a first step and a date** ☐ **hide your plan**

PREVIEW

Answer Key: Readings and Myths

Accept any answer that says the same thing in a student's own words.

Read: More Than One Path page 7

#	Answer
1	many paths are possible
2	interests, skills and goals
3	earn money while you learn
4	Any two, such as a two-year college and an apprenticeship.
5	Yes. Many people change paths or use more than one.

Read: From Paycheck to Budget page 8

#	Answer
1	pay before anything is taken out
2	take-home pay
3	a plan for money
4	Subtract the spending from the money coming in.
5	The plan spends more than comes in, so something has to change.

Read: Before the Interview page 9

#	Answer
1	both sides learn
2	read about the place
3	an example
4	Arrive early, greet people, listen, or ask a question.
5	Say thank you.

True or Myth? page 11

#	Item	Is it	A good clue
1	You have to pick one career and stay in it forever.	myth	people change jobs and paths
2	Some good jobs do not need a four-year degree.	true	trade, work and training paths exist
3	Everyone has to go to college right after high school.	myth	there are many paths
4	Your interests can change as you try new things.	true	trying things teaches you about yourself
5	Only students with perfect grades can go to college.	myth	colleges look at many things
6	Classes at a two-year college can sometimes count toward a four-year degree.	true	ask each school how it counts classes
7	You cannot work while you are in school.	myth	many students work part-time
8	Skipping college now means you can never go later.	myth	people start school at many ages

Fix It page 12

#	Is it	Fixed sentence
1	true	-
2	false	Take-home pay is what is left after taxes and other amounts are taken out.
3	true	-
4	false	A resume lists the most useful things in clear, short lines.
5	false	An interest is what you like. A skill is what you can do.

PREVIEW

Career Readiness Tracker

One student, every scored page. Filled example: page 34.

Student _____ Teacher _____ Month _____

Page	Page type and set	Items	Right	Date	Notes
6	Career Words	6			
7	Read: More Than One Path	5			
8	Read: From Paycheck to Budget	5			
9	Read: Before the Interview	5			
10	Cut and Sort: Classes or Work?	10			
11	True or Myth?	8			
12	Fix It	5			
14	Match Interests to Jobs	6			
15	Match Jobs to Skills	6			
17	Read a Budget	5			
19	Can I Afford It?	9			
25	Cut and Sort: Do or Don't?	10			
26	Quiz	10			

How to fill this in

Write how many items the student got right with no prompt, and the date. A blank means not tried yet, never wrong. There are 90 items on the 13 scored pages. Answer keys: pages 27 to 29. Filled example: page 34.

This month we are working on (your own school's wording)

PREVIEW

Team Note

Use this page between team meetings or when a student moves classes, to hand off what changed without writing a note from scratch. Everything below is observable, with a blank for the number or the wording your team already uses.

Student _____ Team member _____ Date _____

Page type	Covered since last note (Y/N)	Items right	Still blank
Words and readings			
Sorts			
Myths and Fix It			
Matching interests and jobs			
Money pages			
Plan, resume and interview pages			

What I saw (observable, not a conclusion)

- Named a path or a job that fits an interest on ___ of ___ items without a prompt.
- Found money left over on ___ of ___ budget items.
- Wrote a first step and a date on the plan page: yes / no / with a reminder.
- Used the reference page (page 5): yes / no / with a reminder.

Next step

- Next page or set: ___, because ___ (what you saw).
- Who else could help the student with this: ___.
- What to keep doing because it is working: ___.
- Anything for the team meeting to decide: ___ (this page records what happened, never a label or a plan).

Summary, in one or two sentences, for whoever reads this next

A filled-in line, for reference

"Matched 5 of 6 interests to jobs on Match Interests to Jobs without a prompt on 10/14. Next step: ask the student to say what each job does before matching." That is the level of detail this page is built for. It matches the filled example on page 34.

PREVIEW

Taylor's Tracker (Invented Student)

Taylor R. is invented; nothing on this page describes a real student. The blank tracker is on page 30.

Student: Taylor R. (an invented student)

Teacher: Mr. Okafor (invented)

Month: October

Page	Page type and set	Items	Right	Date	Notes
6	Career Words	6	5	10/6	Mixed up certificate and degree
7	Read: More Than One Path	5	5	10/7	-
8	Read: From Paycheck to Budget	5	-	-	-
9	Read: Before the Interview	5	-	-	-
10	Cut and Sort: Classes or Work?	10	8	10/9	Two work-first pieces pasted in the wrong box
11	True or Myth?	8	6	10/13	Called two myths true
12	Fix It	5	-	-	-
14	Match Interests to Jobs	6	5	10/14	Matched one job to the wrong interest
15	Match Jobs to Skills	6	-	-	-
17	Read a Budget	5	5	10/15	-
19	Can I Afford It?	9	-	-	-
25	Cut and Sort: Do or Don't?	10	-	-	-
26	Quiz	10	-	-	-

PREVIEW

How to read it

Taylor R. has done **6 of 13** scored pages and got **34 of 40** items right with no prompt. **2** pages were all right and **4** carry a note. Every number comes from the table.

What the table points to

The lowest page is True or Myth? (6 of 8). That is where the next practice goes. The 7 pages left blank are not tried yet, never wrong.

Binder Cover

Slide this into the front of a binder. The divider tabs and a spine label to cut out are on the next page (page 37).

Grades 9-12 - Life Skills

COLLEGE AND CAREER READINESS

My Plan for What Comes Next

Explore | **Plan** | **Prepare**

Teacher _____

Class or student _____

PREVIEW