

xello

Pennsylvania's Chapter 339 and Xello





Xello's future readiness model can be used to meet the requirements of Pennsylvania's PA Chapter 339 policy. This document highlights the specific components and interactive lessons in Xello that support Chapter 339 policy's required activities.



Grades 7-8

13.1.8 CAREER AWARENESS AND PREPARATION	WHERE TO FIND IT IN XELLO
I can list ten (10) careers that match my interests and abilities. (A, B)	ABOUT ME Matchmaker LESSONS Explore Career Matches
I can list five non-traditional careers for both boys and girls. (C)	EXPLORE OPTIONS Careers LESSONS Biases and Career Choices Jobs and Employers
I have researched three (3) different types of career training programs and their related employment possibilities. (D)	EXPLORE OPTIONS Careers Majors LESSONS Explore Career Matches Career Demand Jobs and Employers
I can list five careers in demand in the area where I live. (E)	EXPLORE OPTIONS Careers LESSONS Explore Career Matches
I understand how the global economy influences each person's job opportunities, earnings and the rate of unemployment in our area. (E)	EXPLORE OPTIONS Careers LESSONS Career Demand



<p>I have made a list of my extracurricular activities and community experiences and can describe how they may influence my career development. (F)</p>	<p>ABOUT ME Experiences Timeline</p> <p>LESSONS Getting Experience</p>
<p>I have written a career plan with goals, assessments, interests, abilities, and postsecondary plans. (G)</p>	<p>GOALS & PLANS My Plans</p> <p>LESSONS Discover Learning Pathways</p>
<p>I have met with my 8th grade counselor and my parents to list courses and extracurricular plans for high school, matched to my academic and career goals. (H)</p>	<p>GOALS & PLANS Course Planner</p> <p>LESSONS Discover Learning Pathways Transition to High School</p>

Grades 7-8

13.2.8 CAREER ACQUISITION	WHERE TO FIND IT IN XELLO
I have made a formal speech in front of others. (A)	ABOUT ME Life Experiences Storyboard
I can list five (5) effective listening skills and can demonstrate these skills in a role-play situation. (A)	ABOUT ME Skills LESSONS Skills Study Skills and Habits
I have used three (3) different resources to research three (3) regional job openings linked to my interests and abilities. (B)	ABOUT ME Interests Skills Storyboard DASHBOARD LINKS & RESOURCES Post additional research resources (Educator provided) LESSONS Jobs and Employers Interests School Subjects at Work Skills
I have completed a formal job application. (C)	ABOUT ME Storyboard
I have drafted a resume. (C)	ABOUT ME Resume Builder Experiences Timeline



<p>I have written a thank-you letter after an interview. (C)</p>	<p>ABOUT ME Storyboard</p>
<p>I have assembled my written career plan and goals in a portfolio along with my awards, achievements, school work, and projects. (D)</p>	<p>ABOUT ME Storyboard</p> <p>GOALS & PLANS My Plans</p>
<p>I can describe five (5) workplace skills* that I will need in my future career. (E)</p> <p>*Attitude, punctuality/attendance, commitment, communication, dependability, initiative, time management, teamwork, technical literacy, and getting along with others.</p>	<p>ABOUT ME Skills</p> <p>LESSONS Workplace Skills and Attitudes Time Management</p>

Grades 7-8

13.3.8 CAREER RETENTION AND ADVANCEMENT	WHERE TO FIND IT IN XELLO
I have interviewed a worker to find out what attitudes and work habits helped him/her to get promoted and to keep his/her job. (A)	ABOUT ME Storyboard EXPLORE OPTIONS Careers - Interviews
I have worked with others on a team and can state each person’s contribution to the project. (B)	ASSIGNMENTS (Educator provided)
I have discussed various conflict resolution skills in a group setting and can use them to solve a problem. (C)	LESSONS Decision Making
I have set up a sample budget with imaginary expenses and income to understand importance of financial planning. (D)	LESSONS Careers and Lifestyle Costs
I have developed a weekly and a monthly time schedule and kept track of events in a daily/weekly planner. (E)	ASSIGNMENTS (Educator provided) LESSONS Time Management
I have interviewed a person with a disability and asked him/her how it affected his/her career planning and goals. (F)	ABOUT ME Storyboard
I have interviewed a person who has been re-trained for a new career. (G)	ABOUT ME Storyboard

Grades 7-8

13.4.8 ENTREPRENEURSHIP	WHERE TO FIND IT IN XELLO
<p>I have interviewed both someone who works for a company and a business owner to learn about the difference in their job security, wages, costs, and benefits. (A)</p>	<p>EXPLORE OPTIONS Careers - Interviews</p> <p>CUSTOM LESSONS Entrepreneurship Investigation (Xello Provided)</p> <p>LESSONS Entrepreneurial Skills</p>
<p>I have interviewed 3 business owners to learn the entrepreneurial qualities needed to be successful (B)</p>	<p>EXPLORE OPTIONS Careers - Interviews</p> <p>CUSTOM LESSONS Entrepreneurship Investigation (Xello Provided)</p> <p>LESSONS Entrepreneurial Skills</p>
<p>I have started to develop a basic business plan after interviewing an entrepreneur. (C)</p>	<p>CUSTOM LESSONS Entrepreneurship Investigation (Xello Provided)</p> <p>LESSONS Entrepreneurial Skills</p>
<p>I have discussed with my teacher or parent the basic components of a business plan (competition, daily operations, finances, marketing, and resource management) as applied to the creation of a new business. (C)</p>	<p>LESSONS Entrepreneurial Skills</p>



Grades 9-12

13.1.12 CAREER AWARENESS AND PREPARATION	WHERE TO FIND IT IN XELLO
I have completed at least two (2) self-assessments (interest, aptitude, personality, and values). (A)	<p>ABOUT ME</p> <ul style="list-style-type: none">Matchmaker Interest QuizPersonality Styles QuizLearning Styles QuizSkills Lab Quiz <p>LESSONS</p> <ul style="list-style-type: none">Explore Learning StylesPersonality Styles
I have reviewed my career options based on my self-assessments, experiences, and achievements. (B)	<p>ABOUT ME</p> <ul style="list-style-type: none">Matchmaker Interest QuizPersonality Styles QuizSkills Lab QuizFavorite ClustersExperiences TimelineWork Experiences <p>EXPLORE OPTIONS</p> <ul style="list-style-type: none">CareersFind Out Why <p>LESSONS</p> <ul style="list-style-type: none">Personality StylesExploring Career FactorsWork ValuesWorkplace Skills and AttitudesDefining SuccessCareer BackupPlans Career Path Choices

<p>I have researched five to ten careers that match my interests and aptitudes. (B, C)</p>	<p>ABOUT ME Matchmaker Interest Quiz Skills Lab Quiz</p> <p>LESSONS Exploring Career Factors Workplace Skills and Attitudes Career Path Choices Career Backup Plans</p>
<p>I have participated in three of the following: (D)</p> <ul style="list-style-type: none"> • Community service • Cooperative education/Internship • Job shadowing and/or career-focused field trips • Part-time employment • School-based enterprise • Industry-based career programs 	<p>ABOUT ME Experiences Timeline Work Experiences Volunteer Experience Education Experiences Life Experiences</p> <p>EXPLORE OPTIONS Careers</p> <p>LESSONS Getting Experience Jobs and Employers Job Interviews</p>
<p>Based on research, self-assessment, as well as school and work experiences, I can select my future career path. (E)</p>	<p>ABOUT ME Matchmaker Interest Quiz Personality Styles Quiz Skills Lab Quiz Favorite Clusters Experiences Timeline Work Experiences</p>

	<p>EXPLORE OPTIONS Careers</p> <p>GOALS & PLANS My Plans</p> <p>LESSONS Personality Styles Exploring Career Factors Defining Success Program Prospects Career Path Choices Career Backup Plans</p>
<p>My career goals have influenced my high school course selection. (E)</p>	<p>GOALS & PLANS My Plans</p> <p>GOALS & PLANS Course Planner</p>
<p>I attended a college fair and researched postsecondary training programs, and I can determine the training needed for careers in my interest area. (F)</p>	<p>ABOUT ME Experiences Timeline Education Experiences</p> <p>EXPLORE OPTIONS Careers Schools Majors</p> <p>LESSONS Choosing a College Program Prospects</p>



<p>I understand postsecondary education and certification programs and the degrees awarded in those programs. (F)</p>	<p>EXPLORE OPTIONS Schools Majors</p> <p>LESSONS College Planning Hub</p> <p>LESSONS Choosing a College Program Prospects</p>
<p>I updated my career portfolio and I am looking at postsecondary options that relate to my career goals. (G, H)</p>	<p>EXPLORE OPTIONS Careers Schools Majors</p> <p>LESSONS College Planning Hub</p> <p>LESSONS Choosing a College Program Prospects</p>



Grades 9-12

13.2.12 CAREER ACQUISITION	WHERE TO FIND IT IN XELLO
I have participated in an interview and demonstrated effective speaking and listening skills. (A)	LESSON Job Interviews
I have used Internet-based systems to research a career field in my area of interest. (B)	ABOUT ME Matchmaker Interest Quiz Personality Styles Quiz Skills Lab Quiz Favorite Clusters EXPLORE OPTIONS Careers LESSONS Jobs and Employers
I have used newspapers and professional associations to research employment prospects in my career field. (B)	DASHBOARD LINKS & RESOURCES (Educator provided) LESSONS Jobs and Employers
I have registered my resume on the Career Link system. (C)	DASHBOARD LINKS & RESOURCES Career Link
I have completed a job application. (C)	ASSIGNMENTS (Educator provided)
I have completed a cover letter. (C)	ASSIGNMENTS (Educator provided)

<p>I have an up-to-date resume. (C)</p>	<p>ABOUT ME Resume Builder Experiences Timeline Storyboard</p> <p>LESSONS Getting Experience</p>
<p>I use my career portfolio when making career decisions. (D)</p>	<p>ABOUT ME Matchmaker Interest Quiz Personality Styles Quiz Skills Lab Quiz Favorite Clusters</p> <p>EXPLORE OPTIONS Careers Find Out Why</p> <p>LESSONS Exploring Career Factors Program Prospects Career Path Choices</p>
<p>I can demonstrate workplace skills* by citing specific examples from my academic and work history. (E)</p> <p>*Workplace skills include attitude, punctuality/attendance, commitment, communication, dependability, initiative, time management, teamwork, technical literacy, and getting along with others.</p>	<p>ABOUT ME Experiences Timeline Work Experiences Education Experiences Life Experiences Resume Builder</p> <p>LESSONS Workplace Skills and Attitudes Time Management</p>

Grades 9-12

13.3.12 CAREER RETENTION AND ADVANCEMENT	WHERE TO FIND IT IN XELLO
<p>Based on my school and work/volunteer experiences, I can describe what I need to do to get and to keep a job. (A)</p>	<p>ABOUT ME Experiences Timeline Work Experiences Education Experiences Life Experiences</p> <p>LESSONS Workplace Skills and Attitudes Career Path Choices</p>
<p>I contributed to a project’s successful outcome while working on a team. (B)</p>	<p>ASSIGNMENTS (Educator provided)</p>
<p>I have used listening techniques such as clarifying, encouraging, restating, and summarizing when working as part of the team. (B)</p>	<p>ASSIGNMENTS (Educator provided)</p> <p>LESSONS Workplace Skills and Attitudes Study Skills and Habits</p>
<p>I can give examples of how I used mediation, negotiation, and problem solving in the workplace to diffuse and/or resolve conflict. (C)</p>	<p>ABOUT ME Storyboard</p> <p>LESSONS Workplace Skills and Attitudes Self-Advocacy</p>

<p>I have estimated a personal budget based on an amount for a realistic income in my chosen career. (D)</p>	<p>ASSIGNMENTS (Educator provided)</p> <p>EXPLORE OPTIONS Careers</p> <p>LESSONS Careers and Lifestyle Costs</p>
<p>I can give three (3) examples of time management strategies, which help me at school and/or on the job. (E)</p>	<p>ASSIGNMENTS (Educator provided)</p> <p>LESSONS Time Management Workplace Skills and Attitudes</p>
<p>I have evaluated how the global workplace affects my chosen career, and I can describe strategies needed to respond to change. (F)</p>	<p>EXPLORE OPTIONS Careers</p> <p>LESSONS Career Demand Career Path Choices Workplace Skills and Attitudes</p>
<p>I can give five (5) examples of people who have advanced in their careers through continued learning. (G)</p>	<p>EXPLORE OPTIONS Careers</p> <p>ASSIGNMENTS (Educator provided)</p>

Grades 9-12

13.4.12 ENTREPRENEURSHIP	WHERE TO FIND IT IN XELLO
<p>I have compared working in the corporate environment with starting my own business in order to achieve career goal. (A)</p>	<p>LESSONS Entrepreneurial Skills</p>
<p>I can give three (3) examples of how entrepreneurial traits (adaptability, ethical behavior, leadership, positive attitude, and risk-taking) match - or don't match - my personality. (B)</p>	<p>ABOUT ME Personality Styles Quiz Skills Lab Quiz</p> <p>EXPLORE OPTIONS Careers Find Out Why</p> <p>LESSONS Personality Styles Entrepreneurial Skills</p>
<p>I developed a business plan using entrepreneurial resources. For example, I used information from the career center at school, community based organizations, and financial institutions when planning my future. (C)</p>	<p>ASSIGNMENTS (Educator provided)</p> <p>LESSONS Entrepreneurial Skills</p>



Appendix

The following provides descriptions for each of Xello's features.

About Me / Glossary

Education Experiences

Students log their educational achievements in their Experiences timeline, reflecting on what they liked, what they found challenging, and what they learned in each case.

Experiences Timeline

Students create a graphical timeline of their education, volunteer, life, and work experiences. Entries include names, organizations, and reflective questions.

Favorite Clusters

Students can review the Career Clusters and save their favorites in the About Me. Students can also see their recommended career clusters and filter their career list by cluster when exploring their options.

Interests

Students identify their personal interests. They can select from predefined lists in categories like Science & Technology, Arts & Culture, and Clubs & Organizations, or they can enter their own.

Learning Styles Quiz

The Learning Styles inventory helps students understand different ways of learning how they best learn.

Life Experiences

From extracurricular activities to travel to significant life events, students can record meaningful events and experiences, reflecting on what they liked, what they found challenging, and what they learned in each case.

Matchmaker Interest Quiz

The career-match assessment matches students interests directly to careers, allowing students to see exactly why a career is a strong match or not.

Mission Complete Quiz

The final portion of the career-match interest assessment will refine career matches and give students the best results.

Personality Styles Quiz

A Personality profile (based on the Holland code) helps students better understand who they are and how that relates to individual occupations.

About Me / Glossary

Places

Students map out where they currently live, where they were born, and where their family is originally from.

Resume Builder

Students take the work they've already done in Xello, including skills, interests, and experiences, and quickly turn it into a professional resume, which they can download and share.

Skills

Students identify and rate their skills. They can select from predefined lists in categories like Communication & Teamwork, Leadership, and Information & Analysis, or they can enter their own.

Skills Lab Quiz

Skills Lab is an assessment that helps students in grades 9–12 understand career fit based on how frequently they'd like to use certain skills.

Storyboard

Storyboard is a place where students can collect artifacts and evidence for who they are and tell their own story through images, videos, documents, links, and more. Once they add something, they can add reflective comments for why they included it and why it is important to them.

Volunteer Experiences

Students log their volunteer and community service participation in their Experiences timeline, including hours completed, reflecting on what they liked, what they found challenging, and what they learned in each case.

Work Experiences

Students log their paid and unpaid work experiences in their Experiences timeline, reflecting on what they liked, what they found challenging, and what they learned in each case.

Explore Options / Glossary

Careers

Students can explore richly descriptive, easy-to-understand career profiles with key information on education, workplaces, wages, and job outlook. When students save a career they're interested in, they are prompted to complete additional investigation, rating, and reflection.

Find Out Why

Within each career profile, students can see how their Matchmaker and/or Skills Lab results create their career match. Students can review the underlying breakdown of interests and/or skills to understand how their answers impact matches.

Majors

Students can explore and save over a thousand majors with student-friendly descriptions, typical courses, related careers, and schools that offer it.

My Saved Options

Students can save careers, schools, and majors as they explore options. Students review, reflect and update saved options overtime to keep pace with new learnings and evolving preferences. An up-to-date list of saved options is a great foundation for students' future planning.

Schools

Students can explore and save engaging, detailed college profiles that include key facts on enrollment, applications, costs, athletics, and majors. An interactive campus map that lets them see what's nearby and take a virtual campus tour using Google Street View.

Goals and Plans / Glossary

College Applications

A suite of tools to help keep students informed and on track with their college applications. It provides a seamless transition from college and career exploration activities to the college application process.

College Planning Knowledge Hub

Relevant content to help guide students through the college planning journey using short and digestible articles and videos.

Course Planner

The Course Plan allows students to create a personalized four-year course plan that fulfills graduation requirements and aligns to students' goals. Integrating student course history, custom course lists, diploma tracking ensures students' plans are complete and accurate.

Course Planner Optimization

With a click of a button, students can ensure their course plans are configured in an optimal way. Xello offers suggestions to ensure graduation requirements are met and will automatically move courses around for the most optimal plan.

Diplomas & Specializations

Xello helps ensure students are on track to graduate with a sophisticated algorithm that checks to see that students' course selections include all necessary requirements for graduation. It also tracks specializations students work towards in conjunction with their diploma.

Local Scholarships

A centralized platform for educators to share local scholarship information with their students.

My Plans

Connecting the dots between their saved careers, school, and programs/majors, students create visual roadmaps.

Goals and Plans / Glossary

Recommendation Letters

Provides students with a simple workflow to draft and send requests for recommendation letters that includes guidance on what makes a good request.

Transcripts

Students can request a transcript and monitor the status of that request. Students can see at a glance when their transcript request goes through and the date of the latest update so they always know where they stand.

Dashboard / Glossary

Assignments

Projects can be submitted and tracked as assignments. Educators can see which students have submitted work and provide feedback to students.

Share your Profile

Students can activate a single page view of their profile, including their About Me profile and their Saved Options. The link can be shared with parents, mentors and others.

Links & Resources

Put links to websites, documents, and other resources right at students' finger tips. Educators can add resources that appear on the dashboard that students see when they log in to Xello.

Educator Tools / Glossary

Courses & Diplomas

In-depth reports on Course Planner progress, including course planner completion, course planner alerts, diploma completion, and more.

Educator Dashboard

See at a glance how students are engaging with Xello. The Educator Dashboard shows usage and makes assignments and groups easy to access.

Engagement Reports

These reports will show how often and how recently students have signed in to Xello, with the option to narrow by day, month, or student.

Lesson Progress Reports

These reports will track where students are at with lessons: complete, in progress, and not started.

Student Work Reports

These reports will track students' participation in activities on the About Me page, such as the assessments, post-secondary plans, and their saved careers, schools, and majors/programs.

Lessons / Glossary

Biases and Career Choices

(Recommended Grade 7)

Students identify biases of gender, ethnicity, ability, and class in the workplace and explore how biases can influence career choices.

Career Backup Plans

(Recommended Grade 12)

Students understand the importance of career backup plans, and explore potential backup careers for themselves.

Lessons / Glossary

Career Demand

(Recommended Grade 11)

Students learn about job projections and outlook, analyze factors that impact job demand, such as changes in technology, demographics, business practices or production methods, consumer preferences, and workplace restructuring, and explore how their career plans may be shaped by demand for a career that interests them.

Career Path Choices

(Recommended Grade 12)

Students understand the career development is a process of constant change, that flexibility and adaptability can help them continually explore their career options, and the importance of re-evaluating their interests, skills, etc. in order to identify the need or desire for a career change.

Careers and Lifestyle Costs

(Recommended Grade 10)

Students identify some of their most important lifestyle goals and assess whether or not they can achieve their lifestyle goals in a career that interests them.

Choosing a College

(Recommended Grade 11)

Students identify which factors are important to them in a potential postsecondary school, and investigate how a college or university stacks up to their priorities.

Decision Making

(Recommended Grade 6)

Students understand the importance of making informed, responsible decisions when faced with important choices. They learn about the importance of considering the consequences of potential decisions, explore the difference between gut and logic decisions, and reflect on an important decision they've recently made.

Defining Success

(Recommended Grade 12)

Students explore what success means to them in various aspects of life, including their personal life, school, and career, and explore ways they can make a difference and achieve success in a career that interests them.

Lessons / Glossary

Discover Learning Pathways

(Recommended Grade 7)

Students investigate their postsecondary pathway options, explore the postsecondary pathways to various careers, and evaluate the pathways they could take to a career that interests them.

Entrepreneurial Skills

(Recommended Grade 11)

Students identify the skills and characteristics that make entrepreneurs successful, investigate paths to becoming an entrepreneur (e.g. starting your own business, buying a franchise, etc.). Students explore the benefits and challenges of becoming an entrepreneur and investigate ways to apply entrepreneurial skills within a career that interests them (develop entrepreneurial opportunities for themselves with any career).

Explore Career Matches

(Recommended Grade 8)

After completing the first part of the career-match assessment, students investigate central, secondary, and other aspects of the career match assessment, and how they relate to careers, reflect on their results, and explore the aspects for a career that interests them.

Explore Learning Styles

(Recommended Grade 7)

After completing the Learning Styles Quiz, students investigate visual, auditory, and tactile learning styles, and explore how understanding their own learning style can help them in school and on the job.

Exploring Career Factors

(Recommended Grade 9)

Students further explore the Investigate important factors: work/life balance, money, making a difference, education, interests, growth; assess which of these 6 core factors are important to them when making a career decision, and why; and prioritize the 6 core factors that influence their career decisions.

Getting Experience

(Recommended Grade 9)

Students explore different ways they can get work experience now. They identify several ways to get experience while still in school: community service/volunteerism, co-op programs, part-time job, internships, etc. and assess which type of experience is best suited for their career interests and goals.

Lessons / Glossary

Interests

(Recommended Grade 6)

Students reflect on some of the interests they have saved in Xello, explore the link between interests and various careers, and investigate how their interests match up with a career they like.

Job Interviews

(Recommended Grade 12)

Students explore ways to prepare for a job interview, describe their own abilities and qualifications in the context of an interview, investigate job interview questions in the context of a career that interests them, and explore appropriate post-interview behaviours and actions.

Jobs and Employers

(Recommended Grade 7)

Students explore ways to find employment (e.g. job boards, networking, etc.), reflect on the advantages and disadvantages to various work search strategies, and research potential employers in their community.

Personality Styles

(Recommended Grade 9)

After completing the second part of the career match assessment, students investigate personality styles, and explore how their own personality style can help them at home, school, work, and other areas of their life.

Program Prospects

(Recommended Grade 10)

Students distinguish between different types of postsecondary programs, such as apprenticeships and degree programs, explore career options related to different types of programs, and evaluate their program options in terms of their strengths, academic interests, and career interests.

School Subjects at Work

(Recommended Grade 6)

Students relate school subjects to various tasks, reflect on their favorite school subject, and explore ways to use their favorite school subject in a career that interests them.

Lessons / Glossary

Self-Advocacy

(Recommended Grade 8)

Students understand the concept of self-advocacy, identify situations where they may need to advocate for themselves or issues they may want to advocate for, identify skills and behaviors required to effectively advocate for themselves, such as leadership, confidence, and communication, and explore ways they can advocate for themselves in school, the community, at home, and in a career.

Skills

(Recommended Grade 8)

Students explore the skills required to perform a various activities, as well as the link between their skills and career goals.

Study Skills and Habits

(Recommended Grade 9)

Students identify skills, habits, and behaviors they need to learn successfully in high school, explore potential obstacles to success in their schoolwork (such as lack of motivation, distractions, and lapses in self-confidence), and plan how to develop positive study habits and behaviors.

Time Management

(Recommended Grade 6)

Students explain why time management is important in school and on the job, create a time budget to assess how they currently manage their time, and explore ways to improve their time management skills.

Transition to High School

(Recommended Grade 8)

Students explore ways to make their transition to high school easier and more successful. They identify questions and concerns they have about entering high school; explore clubs, activities, and other resources to help handle transition to high school; and develop other strategies to deal with transitions.

Work/Life Balance

(Recommended Grade 11)

Students assess how their current work (school) demands affect family life, free time, etc., identify the work demands of a career of interest, and explore strategies for maintaining a healthy life-work balance now and in the future.

Lessons / Glossary

Workplace Skills and Attitudes

(Recommended Grade 10)

Students explore skills and behaviors that employers look for, such as time management (plan/organize work), dependability, good attitude, communication skills, problem solving, etc. Students explain why these skills and behaviors are important to various careers, and how they manifest on the job, assess their own employability skills.

Work Values

(Recommended Grade 10)

Students explore their own work values, and investigate careers that they may find satisfying based on their values.