

CareerZone Pacing Guide



The CareerZone Educator’s Guide includes multiple connecting classroom activities for each portfolio module. Below is a Pacing Guide that can help you estimate time needed for incorporating the CareerZone portfolio modules and their correlating connecting activities into your classroom. The time estimates below are based on incorporating one of the connecting activities. These times are all estimated and your students’ actual completion times may vary. Also, some modules are best completed when students have had previous experience exploring CareerZone.

Note: The chart below lists all learning modules in CareerZone’s Portfolio. Although it is recommended that students complete every module, only modules marked with an (*) will appear on CareerZone’s online version of the New York State Education Department Career Plan document.

Name of CareerZone Portfolio Module	Estimated Time for Students to Individually Complete Module (in minutes)	Estimated Total Classroom Time Including (1) Connecting Activity
*Personal Info	0-5	20-40
*Interest Profiler	20-30	40-60
Journal (per entry)	10-20	20-40
*Abilities	10-20	20-40
*Job Readiness Skills	10-20	60-90
*School Classes	5-15	40-60
*Areas for Growth	10-20	40-60
*Life Skills	20-30	40-60
*Saved Occupations	10-20	20-40
*Future Goals & Dreams	10-20	40-60
*After-school Activities	5-15	40-60
*Volunteer Work	5-15	40-60
*Work Experience	5-15	20-40
Work Importance Profiler	20-30	40-60
Colleges	20-30	60-90
Education History	5-15	40-60
*Final Activity	90+	90+
*Annual Review	20-40	40-60
View Career Plan	5 - 10	30-40
Total Estimated Time	5-8hrs	13-20hrs

