

Self-Determination Vertical Alignment: Career and Technical Education — High School

Developing Employability Skills: Job Exploration and Skill Development

The student uses technology needed to complete a research project. The student is expected to:

Project-Based Research 127.12	Career Preparation I 127.14	Career Preparation II 127.15	Extended Career Preparation 127.16
5			
(C) prepare, organize, and present independent research and mentor experiences			
(D) receive constructive criticism and revise personal views when valid evidence warrants			
(E) prepare and present research information in appropriate formats to a panel of experts in the field			

The student evaluates the research project. The student is expected to:

Project-Based Research 127.12	Career Preparation I 127.14	Career Preparation II 127.15	Extended Career Preparation 127.16
6			
(A) create weekly progress reports that address time management and goal setting			
(B) meet periodically with the teacher for conferences about progress, concerns, successes, and needs			
(C) conduct self-evaluations of presentations			
(D) compose written reflections regarding strengths and weaknesses as well as areas of growth			

Self-Determination K-12 TEKS Vertical Alignment

This document captures existing TEKS that closely align with teaching self-determination and decision-making skills to students with disabilities in Texas as required by [TAC §89.1055\(h\)\(10\)\(A\)](#). Definitions from the research of Dr. Michael Wehmeyer and from The National Gateway to Self-Determination Project are the measures against which all TEKS were compared in order to determine their relevance. Only TEKS that met this standard were included, while all others were omitted.

Dr. Michael Wehmeyer defines self-determination as “acting as the primary causal agent in one’s life and making choices and decisions regarding one’s quality of life free from undue external influence or interference.”¹

The National Gateway to Self-Determination Project says that self-determined people make things happen in their own lives to improve the quality of their lives. They know what they want and how to get it, and they set goals and then work to reach them. They advocate on their own behalf and are involved in solving problems and making decisions about their lives.²

The student demonstrates professional employability skills to gain an entry-level position. The student is expected to:

Project-Based Research 127.12	Career Preparation I 127.14	Career Preparation II 127.15	Extended Career Preparation 127.16
	<p style="text-align: center;">1</p> <p>(A) identify employment opportunities</p> <p>(B) demonstrate the application of essential workplace knowledge and skills</p> <p>(C) develop a resume</p> <p>(D) demonstrate proper interview techniques in various situations</p> <p>(E) create and complete appropriate documents such as electronic portfolio, employment application, letter of intent, I-9 form, W-4 form, and thank you letters</p>		

The student develops skills for success in the workplace. The student is expected to:

Project-Based Research 127.12	Career Preparation I 127.14	Career Preparation II 127.15	Extended Career Preparation 127.16
	<p style="text-align: center;">2</p> <p>(A) identify and model appropriate grooming and appearance for the workplace</p> <p>(B) demonstrate dependability, punctuality, and initiative</p> <p>(C) research positive interpersonal skills, including respect for diversity</p> <p>(D) model appropriate business and personal etiquette in the workplace</p> <p>(E) exhibit productive work habits, ethical practices, and a positive attitude</p> <p>(F) demonstrate the ability to work with other employees to support the organization and complete assigned tasks</p> <p>(G) identify how to prioritize work to fulfill responsibilities and meet deadlines</p> <p>(H) evaluate the relationship of good physical and mental health to job success and personal achievement</p> <p>(I) demonstrate effective methods to secure, maintain, and terminate employment</p> <p>(J) develop soft skills in a working environment</p>		

The student discusses work ethics, employer expectations, interactions with diverse populations, and communication skills in the workplace. The student is expected to:

Project-Based Research 127.12	Career Preparation I 127.14	Career Preparation II 127.15	Extended Career Preparation 127.16
	<p style="text-align: center;">3</p> <p>(A) illustrate how personal integrity affects human relations on the job</p> <p>(B) research characteristics of successful working relationships such as teamwork, conflict resolution, self-control, and ability to accept criticism</p> <p>(C) discuss and analyze employer expectations</p> <p>(D) demonstrate respect for the rights of others</p> <p>(E) develop listening skills</p> <p>(F) apply effective listening skills used in the workplace</p> <p>(G) identify ethical standards</p> <p>(H) comply with organizational policies and procedures</p>		

The student applies academic skills to the workplace. The student is expected to:

Project-Based Research 127.12	Career Preparation I 127.14	Career Preparation II 127.15	Extended Career Preparation 127.16
	<p style="text-align: center;">4</p> <p>(B) develop a personal budget based on a career choice</p> <p>(C) interpret data from tables, charts, and graphs to estimate and find solutions to problems</p>		

The student applies the ethical code of conduct and legal responsibilities within the workplace. The student is expected to:

Project-Based Research 127.12	Career Preparation I 127.14	Career Preparation II 127.15	Extended Career Preparation 127.16
	<p style="text-align: center;">5</p> <p>(B) demonstrate responsible and ethical behavior</p>		

The student applies the use of self-development techniques and interpersonal skills. The student is expected to:

Project-Based Research 127.12	Career Preparation I 127.14	Career Preparation II 127.15	Extended Career Preparation 127.16
	<p style="text-align: center;">6</p> <p>(A) identify and practice effective interpersonal and team-building skills with coworkers, managers, and customers</p> <p>(B) develop effective leadership skills through participation in activities such as career and technical student organizations</p>		

The student applies concepts and skills related to safety in the workplace. The student is expected to:

Project-Based Research 127.12	Career Preparation I 127.14	Career Preparation II 127.15	Extended Career Preparation 127.16
	<p style="text-align: center;">7</p> <p>(A) identify and apply safe working practices related to the workplace</p> <p>(B) demonstrate knowledge of personal and occupational safety practices in the workplace</p> <p>(C) offer solutions related to unsafe work practices and attitudes</p>		

The student evaluates personal attitudes and work habits that support career retention and advancement. The student is expected to:

Project-Based Research 127.12	Career Preparation I 127.14	Career Preparation II 127.15	Extended Career Preparation 127.16
	<p style="text-align: center;">8</p> <p>(F) determine effective money-management and financial-planning techniques</p>		

The student identifies skills and attributes necessary for professional advancement. The student is expected to:

Project-Based Research 127.12	Career Preparation I 127.14	Career Preparation II 127.15	Extended Career Preparation 127.16
	<p style="text-align: center;">9</p> <p>(B) determine how interests, abilities, personal priorities, and family responsibilities affect career choices</p> <p>(C) determine continuing education opportunities that enhance career advancement and promote lifelong learning</p>		

The student uses and evaluates employability skills to improve marketability within the workplace. The student is expected to:

Project-Based Research 127.12	Career Preparation I 127.14	Career Preparation II 127.15	Extended Career Preparation 127.16
		<p style="text-align: center;">1</p> <p>(A) refine a professional electronic portfolio such as a two- to four-year individual career plan of study, resume, cover letter, awards, commendations, and thank you letters</p> <p>(B) obtain letters of recommendation</p> <p>(C) expand personal communication skills</p> <p>(D) refine interview skills</p>	

The student demonstrates professional employability skills as required by business and industry. The student is expected to:

Project-Based Research 127.12	Career Preparation I 127.14	Career Preparation II 127.15	Extended Career Preparation 127.16
		2	1
		(A) maintain appropriate grooming and appearance for the workplace	(A) participate in a paid work-based application of previously studied knowledge and skills related to career and technical education
		(B) demonstrate positive interpersonal skills, including respect for diversity	(B) participate in training, education, or preparation for licensure, certification, or other relevant credentials to prepare for employment
		(C) demonstrate appropriate business and personal etiquette in the workplace	(C) demonstrate professional standards and personal qualities needed to be employable such as punctuality, initiative, and cooperation with increased fluency
		(D) exhibit productive work habits, attitudes, and ethical practices	(D) complete tasks with high standards to ensure delivery of quality products and services
		(E) evaluate consequences for breach of personal and occupational safety practices in the workplace	(E) employ teamwork and conflict-management skills with increased fluency to achieve collective goals
		(F) prioritize work to fulfill responsibilities and meet deadlines	(F) employ planning and time-management skills with increased fluency to enhance results and complete work tasks

The student demonstrates professional employability skills as required by business and industry. The student is expected to:

Project-Based Research 127.12	Career Preparation I 127.14	Career Preparation II 127.15	Extended Career Preparation 127.16
		3	
		(A) evaluate personal integrity and its effects on human relations in the workplace	
		(B) evaluate characteristics of successful working relationships such as teamwork, conflict resolution, self-control, and the ability to accept criticism	
		(C) recognize and appreciate diversity in the workplace	
		(D) analyze employer expectations	
		(E) exhibit productive work habits and attitudes	
		(F) communicate effectively to a variety of audiences	
		(G) analyze ethical standards	
		(H) comply with organizational policies and procedures	

The student applies and enhances academic knowledge and skills in the workplace. The student is expected to:

Project-Based Research 127.12	Career Preparation I 127.14	Career Preparation II 127.15	Extended Career Preparation 127.16
		4	
		(A) apply critical- and creative-thinking skills to solve complex problems	
		(D) apply effective listening skills used in the workplace	
		(E) read and write technical reports and summaries	
		(F) apply effective verbal, nonverbal, written, and electronic communication skills	

The student recognizes the dangers of identity theft. The student is expected to:

Project-Based Research 127.12	Career Preparation I 127.14	Career Preparation II 127.15	Extended Career Preparation 127.16
		6	
		(B) research how to avoid becoming a victim	

The student applies the use of interpersonal skills to improve personal development. The student is expected to:

Project-Based Research 127.12	Career Preparation I 127.14	Career Preparation II 127.15	Extended Career Preparation 127.16
		7	
		(A) evaluate effective interpersonal and team-building skills involving situations with coworkers, managers, and customers	
		(B) participate in leadership and career-development activities	

The student recognizes knowledge and skills related to safety in the workplace. The student is expected to:

Project-Based Research 127.12	Career Preparation I 127.14	Career Preparation II 127.15	Extended Career Preparation 127.16					
		<table border="1"> <tr> <td data-bbox="1338 277 1964 321">8</td> </tr> <tr> <td data-bbox="1338 321 1964 365">(A) apply safe working practices to a training station</td> </tr> <tr> <td data-bbox="1338 365 1964 409">(B) evaluate unsafe work practices and attitudes</td> </tr> <tr> <td data-bbox="1338 409 1964 488">(D) recognize the importance of applying safety rules in all situations</td> </tr> <tr> <td data-bbox="1338 488 1964 568">(E) analyze health and wellness practices that influence job performance</td> </tr> </table>	8	(A) apply safe working practices to a training station	(B) evaluate unsafe work practices and attitudes	(D) recognize the importance of applying safety rules in all situations	(E) analyze health and wellness practices that influence job performance	
8								
(A) apply safe working practices to a training station								
(B) evaluate unsafe work practices and attitudes								
(D) recognize the importance of applying safety rules in all situations								
(E) analyze health and wellness practices that influence job performance								

The student acquires the academic and technical skills for future education and employment in high-skill, high-wage, or high-demand occupations. The student is expected to:

Project-Based Research 127.12	Career Preparation I 127.14	Career Preparation II 127.15	Extended Career Preparation 127.16				
		<table border="1"> <tr> <td data-bbox="1338 812 1964 855">9</td> </tr> <tr> <td data-bbox="1338 855 1964 959">(E) identify the academic and technical entry requirements for employment in various highskill, high-wage, or high-demand occupations</td> </tr> <tr> <td data-bbox="1338 959 1964 1114">(F) identify and pursue opportunities available in high school and postsecondary to acquire the necessary academic and technical skills for employment in high-skill, high-wage, or high-demand occupations</td> </tr> <tr> <td data-bbox="1338 1114 1964 1183">(H) apply money-management and financial-planning techniques</td> </tr> </table>	9	(E) identify the academic and technical entry requirements for employment in various highskill, high-wage, or high-demand occupations	(F) identify and pursue opportunities available in high school and postsecondary to acquire the necessary academic and technical skills for employment in high-skill, high-wage, or high-demand occupations	(H) apply money-management and financial-planning techniques	
9							
(E) identify the academic and technical entry requirements for employment in various highskill, high-wage, or high-demand occupations							
(F) identify and pursue opportunities available in high school and postsecondary to acquire the necessary academic and technical skills for employment in high-skill, high-wage, or high-demand occupations							
(H) apply money-management and financial-planning techniques							

The student identifies skills and characteristics necessary for professional advancement. The student is expected to:

Project-Based Research 127.12	Career Preparation I 127.14	Career Preparation II 127.15	Extended Career Preparation 127.16
		<p style="text-align: center;">10</p> <p>(A) evaluate and compare employment advancement options such as salaries, benefits, and prerequisites</p> <p>(C) determine continuing education opportunities that enhance career advancement and promote lifelong learning</p> <p>(D) determine preparation requirements for levels of employment in a variety of careers</p> <p>(E) determine personal priorities such as interests, abilities, and family responsibilities affecting career choice</p> <p>(F) demonstrate effective methods to secure, maintain, and terminate employment</p>	

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

Project-Based Research 127.12	Career Preparation I 127.14	Career Preparation II 127.15	Extended Career Preparation 127.16
			<p style="text-align: center;">2</p> <p>(A) apply appropriate content knowledge, technical concepts, and vocabulary with increased fluency when analyzing information and following directions</p> <p>(B) demonstrate verbal and non-verbal communication consistently in a clear, concise, and effective manner</p> <p>(C) analyze, interpret, and effectively communicate information, data, and observations</p> <p>(D) observe and interpret verbal and nonverbal cues and behaviors to enhance communication</p> <p>(E) apply active listening skills to obtain and clarify information</p> <p>(F) employ effective internal and external communications to support work activities</p>

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

Project-Based Research 127.12	Career Preparation I 127.14	Career Preparation II 127.15	Extended Career Preparation 127.16
			3
			(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
			(C) demonstrate the use of content, technical concepts, and vocabulary when analyzing information and following directions

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

Project-Based Research 127.12	Career Preparation I 127.14	Career Preparation II 127.15	Extended Career Preparation 127.16
			4
			(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
			(D) demonstrate knowledge of procedures for reporting and handling accidents and safety incidents

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

Project-Based Research 127.12	Career Preparation I 127.14	Career Preparation II 127.15	Extended Career Preparation 127.16
			5
			(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
			(C) comply with all applicable rules, laws, and regulations in a consistent manner

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

Project-Based Research 127.12	Career Preparation I 127.14	Career Preparation II 127.15	Extended Career Preparation 127.16
			6
			(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
			(E) collect representative work samples