CAREER INVESTIGATION

CAREER INVESTIGATION TASK REPORT - *SAMPLE LAYOUT*

PROCESS >>>
CAREER INVESTIGATION

A. Cover
Name of Task

B.
Contents

C. Optional
Introduction

D. (Teamwork ≥ 2)
My Aims

10%

Clear, relevant and justified

E. Evidence of Planning
My Action Plan

*Include **when** and **how** it is to be carried out. Action plan setting time scales, sequencing checklists of resources, etc.*

20%

F. Evidence of Research
LIST **My Research**

*List **where** and **how** the information is accessed.*
Evidence of research (primary/desk), to get background information relating to the career being investigated. Information gathering techniques used, (letters, interview questions, questionnaire [blank]), course requirements, etc
*Sources of information **credited.***

G. How Task Went (maybe video it/photo it)
How I Carried Out My Task

20%

Description of all activities undertaken with evidence to support.
Description of methodology used - techniques and procedures employed including copies of completed questionnaires, photos, interviews, visits to career fairs, etc. Identification of qualifications and training needed, different pathways to the chosen career if applicable. Use and organisation of information, accuracy and relevance of information, etc

Sample of One Day (Date)
- What I did
- Went Well
- Problems
- Solutions

H. My Conclusions v My Aims
Presentation & Analysis of Findings

10%

Summary of findings about Career.
Were all aims achieved and outcomes explained.
*Interpretation, analysis and evaluation of findings/outcomes of the career investigation leading to **own** conclusions with reference to the stated aims. Knowledge and understanding of career requirements, duties, skills, qualities required (what you have learned about the career from your research.*
(Must refer own conclusions back to the original aims).

I.
Self-Evaluation

10%

Knowledge of self (attitudes developed, lessons learned about self for the future having completed the career investigation).
2 distinct points learned and explained about personal development having completed the task.

J.
Cross-Curricular Applications & Integration

10%

Extent, quality and relevance of cross-curricular applications, conherence of integration. (VPG / English and Communciation / one other eg. IT, Art, etc)
(4 marks + 3 marks + 3 marks - quality and relevance assessed)

CREATIVITY -
ORIGINALITY -
INNOVATION -

Candidates own work, written in own words, evidence of original input by way of primary research, selective use of transcriptions/published materials, graphics, etc (sources must be credited). Aesthetic considerations - presentation, illustrations, etc

10%

PRESENTATION → **NEAT**, **READABLE**
COMMUNICATION → **INTERVIEW** → **+/- 20%**

8%

Written: format, layout, neatness, legibility, clarity/organisation, use, appropriateness and quality of illustrative material, table of contents, etc AND Oral: command of material, ability to convey ideas, clarity, fluency and coherence, etc (Maximum of 8 points awarded prior to interview)

Please Note: *This sample layout is NOT intended to be prescriptive. It is a suggested layout to be used at the teacher's own professional discretion. Any indication of marks is based on past exam papers and is not indicative of future marking schemes as these are determined by the State Exams Commission (SEC) each year. All feedback welcome @ lca@oide.ie*

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