Summer 2019

Summer: What will you be doing one year from today?

BIG 6+ INQUIRY PROCESS

1. Task Definition
   - What topics do I feel interested in for this project?
   - What makes me curious about this topic?
   - What do I already think I know about the topic?
   - What more do I want to know about this topic?
   - How does this connect with my life, what I've read or watched?
   - What is the purpose of my research?
   - What do I need to know for this project?
   - What do I think would be interesting to learn?
   - What do I expect to find? Will it answer my question?

2-3. Information Seeking / Location & Access
   - What are all of the possible sources for finding this information?
   - What sources are best for me to use?
   - When and how will I find the information within the sources?
   - Who can help me access this information?
   - What is included in a variety of sources and points of view?
   - How can I tell if this information is relevant and reliable?

4. Use of Information
   - What are the main ideas? Who or what evidence supports them?
   - What patterns and connections do I see across sources?
   - How can I be sure that the information I access is correct?
   - How can I evaluate the information that I find?
   - How credible are the sources?
   - Can I compare my notes from my sources?

5. Synthesis and Sharing
   - What conclusions can I make based on my research?
   - What is the purpose of the inquiry process?
   - What are the components of my inquiry process?
   - What can I say about my findings?
   - What additional information will support my hypothesis?
   - What can I add to my final product?

6. Self-Evaluation
   - What can I do to improve my inquiry?
   - What did I learn about the inquiry process?
   - What did I feel about the inquiry process?
   - What will I do differently next time?
   - What will I do differently next time?

[12TH GRADE APE GUARANTEED LEARNING EXPERIENCE] SUMMER
Prompts
As part of your summer project for AP English Lit & Comp you will be examining what you want to do with your life. How will you impact society? You will identify what types of problems you would like to solve as an adult. You will research career options. You will identify what type of training (trade school, 4-year college degree, etc.) makes the most sense for you. You may choose to shadow or interview a person who has a career in a field in which you are interested OR in a field that is somehow related.

You will research college/post-secondary education options. You will write a research paper that includes information from the surveys, your research and your career shadow/interview. You will prepare a short presentation over this information. It is time to start making some plans!

Through the work in this packet you will complete some pre-writing activities for your college essay assignments. Everyone will write a college essay. You don’t need to complete the tasks in order. As you complete a task, check it off on the line before the description.

As you complete research on the schools to which you plan to apply, I want you to find out if your future schools (1) accept AP credit, and (2) how they treat those credits. I also want you to find out if your future schools (3) accept dual enrollment credit, and (4) how that dual enrollment is treated. I want you to know what type of tests your future schools accept (ACT/SAT) and what types of scores are needed for admittance/scholarships. Finally, find out if your school requires (1) an essay to apply for admittance, (2) an essay to apply for scholarships or special programs.

Requirements for Research Paper
MLA Format
- 12 pt, Times New Roman, double space, 1-inch margins
- Page numbers and last name in heading

Research
- Five or more sources (Minimum of three from data bases)
- Accurate notes, note cards, or annotations on research

Organizational Tools (Use what you need)
- Graphic organizer (optional)
- Outline
- Rough draft (complete)
- Peer revision

Final Product
- 2-page minimum (not counting the works cited page)
- Correct in-text citations
- Alphabetized works cited page
- Presentation

Citations
Please see the Purdue Owl website for more information on MLA formatting and college-level writing.

Paraphrasing is key here. You will need to paraphrase or summarize in the paper in addition to using direct quotes. Internal citations let your reader know where you found the information you used in your paper. If you do not use internal citations—YOU ARE PLAGIARIZING!!!!

Step One: Identify where you found each piece of information.
Step Two: When writing internal citations use the reference tab on Microsoft Word. Add the internal citations whenever you change sources. This may mean you have one to five or more citations per paragraph. You should add citations after each quote whether the source has changed or not
  - Click on reference
  - Change style to MLA
  - Insert Citation
  - Add New Source
  - Fill in pop-up

Step Three: Add the internal citation to the end of the last sentence from that source in the paragraph (even if it is the last sentence).
Step Four: Create Works Cited Page
  - Click on Bibliography
  - Choose Works Cited

For example:
  Marie always valued her education. Her remarkable memory and work ethic allowed her to earn a gold medal when she graduated from high school [Curie 85].
  After secondary school, Marie took a job as a governess to help pay for her sister Bronya’s education in medical school. Then, Bronya would help her. Eventually, it was Marie’s turn to get a college education. As a woman, though, she could not get admitted to a regular university in Poland. Instead, she attended an underground university where women secretly studied together [Brown 152].
  At the Sorbonne, she met and married Pierre Curie, a fellow-instructor. Together they studied radioactive materials [Brown 111].
By 1898 they had deduced that pitchblende must contain traces of an unknown radioactive substance far more radioactive than uranium. On December 26, 1898, Skłodowska-Curie announced the existence of this substance. After several years of work, the two scientists announced two new chemical elements—polonium and radium (Madame).

In 1903, they received the Nobel Prize in Physics for their work with radiation. In 1911, Marie Nobel Prize in Chemistry for her continuing work, becoming the first woman to win the honor (Brown 130).

Marie went on to work with her daughter on more projects with radium (Curie 29).

You will follow the “Big 6” PROCESS as you tackle the following tasks:

TASK ONE: Background on YOU
TASK TWO: Background on careers
  Research how your interests align with careers
  Research and record how your possible career looks in the “real world”
TASK THREE: Identify possible career shadow opportunities
  +Complete career shadow or career interview
  +Write business thank you note
TASK FOUR: Background research on post-secondary education opportunities
TASK FIVE: Report your findings so far (write paper that includes information from 1, 2, 3, 4)
TASK SIX: Create a draft of your resume
TASK SEVEN: Begin the process of writing a college/personal narrative essay (summer journals)

Reading Guide: On Writing the College Application Essay: Secrets of a former Ivy League Admissions Officer

We will be using Harry’s book in class this fall. You may want to purchase a paperback copy of his book at Barnes & Noble or order the text online. You do NOT need to buy your own copy of this book; however, some students prefer to have a copy. If you plan to apply to a selective school, you may want to consider getting a copy of this text and reading it carefully.

_____ TASK ONE: Preparing for life after high school –It’s all about YOU! (This might be the intro of your paper)
While you are home this summer, sit down. Make some time to THINK. Make some time to talk with your parent(s)/guardian(s). (Your parent(s), siblings can be a source!) When you come to class in the fall, I want you to have answered the following: (write answers here or make your own sheet)

When you were younger, what did you like to do for fun? (Legos, sing, etc.) Ask your parents/grandparents etc. if you don’t remember.

What are some ways you like to spend your time?

What are some classes you think are fun?
What type of homework do you not mind doing?

What types of problems do you envision yourself solving in the future?

What do you think you want to be doing (or not be doing) in 15 or 20 years?
When you think about your life in 10 or 20 years, what do you think will be most important to you?

 TASK TWO: Background on careers  (This might be the next section of the paper)
  Read: Trying to decide what to major in or “what you want to do when you ‘grow up’” can be overwhelming. Just trying to figure out if you should go to a 4-year college, a trade school, a community college, just head into the workforce or join the armed forces is a big decision. One thing you need to remember is *that most of you will change jobs about 10-12 times in your lifetime.* Here’s something else to think about: *many of the jobs you will have in five years don’t even exist yet.* Most of you who go college will change your major more than.e before you graduate, and even after spending months deciding where to attend college, some of you will go on to place for a year, then transfer someplace else. *My point is, although you are making important decisions, you may be changing your minds!* Be open to the possibilities.

  Go to [www.onetonline.org](http://www.onetonline.org/) (This might be a source!)
When I type *O*net in my search bar, the website above is my first option. I know there are many ways to navigate this site, but, for what it’s worth, here is my recommendation.
Be sure you are in the window “About O*Net”. (I had to go to the “home” in the drop box.) Find the tab/folder “Starting Points”. Find “Students”. Find “Interest Profiler”.
**Take the Survey in the “Interest Profiler”**. When you are finished with survey, please respond to the following question:

  What did the survey show?

Next, go to the window that is titled “Interests + Job Zones Careers”

Select the amount of training you expect to complete. *(Level 4 = college degree (BS, BA, etc); Level 5 = master’s degree and beyond)*

**What level did you choose? (you may want to try this step a few times using various levels)**

After you select the level of training you expect to complete, you will be directed to a screen that shows some possible careers. Click on any that sound appealing. You can also choose a screen “show more careers” if none of the careers seems like something you’d be interested in.

**You may want to log into Naviance to complete the “Personality Type,” “Learning Style” and/or “Game Plan” surveys in Naviance (under the “About Me” tab) if you haven’t already done so. (This can also be a source!)*
Select a job or two. Record information HERE.

Name of job: ______________________________
What would you do at this job? How much education will you need?
What knowledge would you need? What is the job outlook?
What skills/abilities would you need? What is the expected salary?
What type of personality usually likes this job? Do you know anyone who works in this field?

Name of job: ______________________________
What would you do at this job? How much education will you need?
What knowledge would you need? What is the job outlook?
What skills/abilities would you need? What is the expected salary?
What type of personality usually likes this job? Do you know anyone who works in this field?

___ TASK THREE: Career Shadow or Career Interview (optional, but highly recommended)

___ Identify a shadow opportunity. Do you know anyone who has a job similar to the one you think you want or a place that hires people who do what you think you want to do? If you don’t know anyone who has a job like the one you want, get out the phone book or search the web to find somebody.

___ Arrange a job shadow experience or an interview with somebody.
(Completing a shadow is optional, but is strongly encouraged)

Career shadowing is a work experience option where students learn about a job by walking through the work day as a shadow to a competent worker. The career shadowing work experience is a temporary, unpaid experience at the workplace in an occupational area of interest to the student. If you can’t complete an actual shadow experience, an interview (either in person or over the phone) will also work.

___ Make the call. Set up the following:

Date and Time of career shadow: ______________________________
Contact person: ______________________________
Address: ______________________________
Career Shadow Script

“Hello. My name is ____. I am a senior at Burke High School. I am considering a career as a ____ and would like to visit your business. May I please speak to the person who can authorize such a visit?

You may be immediately transferred to someone who can authorize such a visit, or you may be transferred several times. Do not despair, be polite and be ready to repeat your request. Ask to whom you will be transferred to and try to acknowledge the next person you speak to by name. When you speak with the person who can arrange a shadow, continue...

“Hello, Mr./Ms. ____. My name is ____. I am a senior at Burke High School and I am considering a career as a ____ (state occupational title). May I visit with your business to shadow a ____ (state occupational title) for 1-3 hours on ________?”

Negotiate a time for your visit. Let the person know that you are flexible regarding the amount of time you need for the shadowing experience. Usually 2 hours is sufficient.

1. Write a thank you note to the business contact person.
2. Include information you acquire during your shadow in the 2-3 page typed paper that will be due the fourth day this class meets (on the third day we meet, bring your draft!).

Potential Shadow Questions

The following questions are designed to assist you in learning about the career option you are considering. These questions are not all-inclusive and only serve to cover some of the main facets of the career. Feel free to add additional questions. Suggestion: take notes and keep in a special file. Also, research company before going.

- What types of positions exist within this field of work?
- What does a person do in these positions?
- What are the entry-level requirements for a career in this particular job?
- What skills, aptitude, or characteristics would you look for in a person to fill this particular job?
- What attitude or characteristics would be inappropriate for a person to be working in this position?
- What is a prerequisite for the position, experience or education? Could experience fulfill that particular requirement? (Example: could 1 year of customer service experience fulfill 1 year of education?)
- Does this organization provide any type of employee training?
  - If so, what would the training be like?
- How rapidly could advancement occur? Under what conditions?
- What are the working conditions and hours?
- Do you have any type of internship program?
  - Is there any mobility involved either in the entry-level position or travel involved as part of the job?
  - What benefits are available to employees?
  - What other jobs would be available for someone in this career?
- What advice would you give to someone staring out in this career?
  - What is the present job market projections for the future outlook?
- What are the greatest advantages / disadvantages of your work?
- How did you get interested in your field?
- How does your career affect your family and social life?
- When you were in high school, what type of work did you envision yourself doing?

***BE SURE TO ASK FOR A BUSINESS CARD.
After the shadow/interview, take some time to reflect (and record your thoughts on paper)

- Could you see yourself in this career 5 to 10 years from now?
- What about this career appeals to you the most?
- Are there any negatives you need to consider?
- If you were to continue with this career choice, explain how this career could affect your:
  a) daily work life? (think about the physical demands, time, work duties, responsibilities)
  b) family life? (think if you were single, married, children)
  c) social life? (think about your leisure time, vacation, friends, social activities)
  - What did you enjoy from this shadowing experience?
  - What did you least enjoy?
  - What did you learn from this shadowing experience?
  - What have you done so far in high school to meet your career plan?
  - What are you doing now to meet your career plan?
  - What are you planning on do in the next 3-5 years to meet your career plan?

After the shadow/interview, WRITE & MAIL A BUSINESS THANK YOU NOTE!

Read the article below: (Bold sections of sample note should prove helpful.)

8/26/2013 @ 5:00AM | Job Seekers: No, The Interview Thank You Note Is Not Dead

As she walked out the door of the office building where she had just finished a job interview, “Jane” (name changed) wanted to jump in the air and dance across the street. Her interview had gone so well she was sure they'd offer her the position. Or so she thought. Unfortunately, Jane didn't bother to follow-up after the interview with a thank you note.

"Many job seekers believe that the interview is over once they step out of the office, but that's simply not the case," said Amanda Augustine, job search expert for TheLadders. “But don’t learn from this shadowing experience? I can be the deciding factor in rejecting a candidate who is otherwise a great fit.”

How you follow up after an interview depends mainly on the culture of the company. Typically, this means sending an emailed thank you note later that day. An Accountemps survey revealed 87 percent of hiring managers now view email as an appropriate way to express thanks after a job interview.

If the company culture is a bit more traditional or formal, a handwritten or typed (and mailed) thank you note sent within 24 hours is still acceptable. While a telephone call is also an option for thanking a hiring manager, it's not something I recommend. I say this because, as a hiring manager for many, many years, the last thing I wanted was a candidate to interrupt my busy day to thank me for the job interview they just had.

The least appreciated method of thanking a hiring manager is sending a text message. According to the Accountemps survey, only 10 percent of hiring managers viewed texting as appropriate. Thankfully, I've only had this happen once, when a candidate texted, “Thx for the interview!”

While texting might be convenient, it's not appropriate for job interview thank you notes.

What should you include in your thank you note to the hiring manager? Here are my recommendations:

- The hiring manager’s name
- The title of the open position
- Something specific about the interview or important items discussed
- Your interest in the position
- Your appreciation for their time (the “thank you” part)
- Your recognition of the next steps in the hiring process
- Your contact information

Still not sure what to write? Here’s an example:
Dear <insert hiring manager name here>,

Thank you for your time today to discuss the open position in your department, Customer Call Center Manager. Job ID #2727. Both the interview and the tour of the call center made for an exciting visit. I was impressed with the teamwork and positive spirit among the employees I met during the tour. Your description of a “day in the life” of the Manager position helped me gain a better understanding of the daily job responsibilities, and I appreciate your openness in sharing your key goals for the department. I’m excited about the possibility of using my call center background, specifically my expertise in process improvement and people management, to help you achieve the department objectives. The interview reinforced my interest in becoming a part of your team.

I look forward to hearing from you next week after you’ve interviewed the remaining two candidates. Thank you again for the opportunity to interview for the Customer Call Center Manager position. Should you have any additional questions, I may be reached at (222) 222-2222 or Name.Name@TBD.com.

Sincerely,

Your name here (and contact information underneath)

Data released by CareerBuilder shows 22 percent of hiring managers are less likely to hire a job candidate if they don’t send a thank you note after an interview because they believe it shows a lack of followthrough and that they aren’t serious about the job opportunity. Don’t be like “Jane” at the beginning of this blog – take the time to send a customized thank you note as a way to differentiate yourself from the other job candidates and to reinforce your interest in the position.


______ TASK FOUR: Background research on post-secondary education opportunities

1. Keeping in mind that the average college student changes his/her major five to seven times, **what do you think you want to study in college?**

2. How much money will you/your parent(s) or guardian(s) be able to provide for your post-high school education? (You don’t need to give me a number—just think about this HONESTLY.)

3. **How many scholarships?**

4. **Will you need to take out loans?**

5. **Will you need a job?**

6. **Where would you like to go to college?**

<table>
<thead>
<tr>
<th>School</th>
<th>ACT/SAT Requirements</th>
<th>Tuition Room/Board</th>
<th>Scholarships?/ $$ issues</th>
<th>Reqs Needed?</th>
<th>Accept AP/Dual?</th>
</tr>
</thead>
</table>

**TOP CHOICE:**

**Next choice:**

**Other schools I might consider:**

**BACK-UP choices:**
While you are looking at the schools you have listed, make notes of pros/cons for the schools. For example, if you attend Harvard, will you be able to come home for Thanksgiving or will you pretty much be stuck there because it will be too expensive to fly back home? Will you miss your younger siblings’ graduation? If you attend Harvard, will you be graduating with $1-million in student loans? If you attend Harvard, will you receive credit for AP courses you took? Will Harvard accept any of your dual enrollment hours? If they take them, will those hours count as electives, or will the hours count for required course? Will the grades transfer?

Note: You may fill out this chart, but many of you will want to make your own chart on our own paper.

Note 2: As you look at schools, PLEASE look into HONORS programs and other SPECIAL programs Some of these have very early deadlines. Find out if you need specific ACT scores or need to write essays. For example, UNL’s Honor Business Academy and UNL’s Raikes Program both have November deadlines. Stay on top of deadlines!

_____ TASK FIVE A: Graphic representation of your information about your career search.

Attached to this packet is a template for a brochure. You may use this template or you may create your own format. You are to take the information from the first four steps and present the essentials in a brochure format.

_____ TASK FIVE B: Written paper about your career search and FIVE C: outline for speech that includes information from 1, 2, 3, 4 (Yes, these two parts will be GRADED. See the rubrics.)

You will be giving a 60 second to 2-minute speech *5C) AND turning in a short (no more than 5 pages typed) paper (5B on your career search that will include:

--a brief description of your thought process (For example: I have always liked to work with kids, so I thought I might like to work in the schools. When I researched teaching on (list a web site or a printed source) I was (WHAT? --surprised to find out how much school is required? ...)

--documentation of your OFFICIAL sources ( a works cited page, MLA format; see OWL website by Purdue University if you need help with MLA formatting)

--information about the education required, the job projections, the expected wages, skill sets required of the job, a description of a typical day and anything else that you think is interesting about your potential career (Be sure to cite sources! Use MLA format; see OWL website by Purdue University if you need help with MLA formatting)

--information (possibly quotes) from your career shadow/career interview (Be sure to cite sources! Use MLA format; see OWL website by Purdue University if you need help with MLA formatting)

--now what? Armed with all of this information from your research and career shadow, tell your plans. For example, I think I will attend either X, Y or Z and try to major in A or B because I plan to have a career in S. (Be sure to cite sources! Use MLA format; see OWL website by Purdue University if you need help with MLA formatting)

--MLA heading: upper left corner: First Last
(see heading of this assignment)

Ms. Ward or Ms. Razor
P English Lit & Comp
August 2018

ENTIRE PAPER (including the heading) should be 12pt Times (or similar) DOUBLE-SPACED.

--Title centered under: Career Search

--PAGE NUMBER: Upper RIGHT corner. Should include your last name and the page number

_____ TASK SIX:  IF you think you are college-bound, you will need to complete a scholarship resume. If you think you are heading directly into the work force, you will need to complete a job resume. We are only going to START your resume. We will FINISH your resumes this fall.

The VERY BEST way to create your resume is to use WORD and make use of the "Centering" and “Flush left”/"Flush right tabs”. If you create a resume using Word and formatting yourself, you will have more control over the final appearance of your document. Additionally, you will be able to make content adjustments easily.
**There are two websites I would like you to visit: EducationQuest and Naviance.**

**One of the easiest** websites to use for college resumes is [http://www.educationquest.org/](http://www.educationquest.org/). I recommend that you use their "Activities Resume." You will need to create an account. Remember your sign-in information!

**If you have access to the Internet**, go to Naviance. (The easiest way to do this is to go to Burke’s website. On the left side there is "Naviance" link. Your log-in is your student ID number (the number you type in at lunch or in the library). Your password is your FULL birth date in numbers (For example: 07111961 would be July 11, 1961). Go to the “About Me” tab. Once there, in the "Interesting Things About Me" folder there is link titled "Resume". Click on this link, please.

**If you do not have Internet access over the summer, just write out your notes for the resume.** There will be time in class to enter your information into Naviance and EducationQuest.

If you have completed a resume for some other class, great. You may want to use an earlier version of your resume as a jumping off point. You will want to create a more “grown up” resume for college. One of the easiest websites to use for college resumes is [EducationQuest](http://www.educationquest.org/) and [Naviance](http://www.naviance.com/). There are two websites to use for college resumes is [EducationQuest](http://www.educationquest.org/) and [Naviance](http://www.naviance.com/). These websites provide a comprehensive resume-building tool that allows you to document your academic and extracurricular achievements. You can add categories such as "Athletic Achievements," "Music/Artistic Achievements," "Volunteer Service," "Co-curricular Activities," "Awards/Certificates," and "Skills/Academic Achievement." You may want to include a "Music/Artistic Achievements." You do NOT want anything listed multiple times. For example, if you win an award for ROTC, that should be listed UNDER ROTC—not in a separate spot.

When you have decided on your categories, go into Naviance, “About Me,” “Resume.” Start building your resume. Select a category. “Add New Entry.” DO NOT feel the need to fill in all of the “slots” under a category. In my opinion, many of the categories are inappropriate. (For example, I think it’s silly to fill in start date and end date on activities. If you had a part-time job, that information makes sense. I don’t like the “start date” and “end date” categories either.) When you get done (remember you can ALWAYS edit) click on the “Add to Resume” button.

Get as far as you can. **We will finish the resumes in class in the fall.**

Go to the EducationQuest website and create a resume there, too.
TASK SEVEN: College Essay/Personal Narrative Essay

--Thinking about what to write/Journaling

You are going to want to write about something that only you can write. To figure out what that topic might be, you are going to do some pre-writing. In the early stages, just write. Write quickly. Don’t stop to spell words correctly, to fix tense shifts, or to capitalize---just write your ideas down. There will be time for editing and revising. For some of you, journaling will be quite painful. Others will find this the easiest summer project ever. **Think of journaling like daydreaming with a pen in your hand.**

For this section of the summer project, **jot down entries on at least 5 different days.** You will want to record **DETAILS** (dialogue, description, “you will never believe this” moments/names). You can remember your first day eating school lunch. Anything. Just write. You can even just ramble on paper, recording everything you see or hear. An entry might look like this:

**Saturday, May 7, 2017 4:45**

the alarm blasts some obnoxious country song. It’s never a song I know. Ever. Maybe that’s a good thing because if I knew the song, I’d probably stay in bed singing. When it’s a song I don’t know or can’t stand, I tend to jump out of bed to shut the alarm off. Once I’m out of bed, there’s seldom a chance to climb back in that haven. Puppy Joe blocks the path back to the bed. He knows. To walk or to sleep. For him, it’s no choice. WALK. Hard to believe there’s a wind chill in the upper twenties and it’s the middle of May. What is up with that? Choosing responsibility over warm blankets. That’s tough. Puppy Joe with his golden fur and thwacking tail knows only one action path: darkness + blaring noise + out of bed= time to chase rabbits. Or at least things that might be rabbits. I make fun of him, but how often do I chase things only to discover they aren’t what I thought they were? How often are the bargains I make with myself based in reality? Joe chases anything that has a hint of white: it just might be a bunny tail. Those things turn out to be shadows, empty paper cups, leaves, big rocks. He remembers where there were rabbits and keeps going back to the same trees and bushes. Is he being smart to return to the same place or is he a victim of repeating what’s already been done? Just because it worked once, does that mean it will work again? How does someone know when it’s time to abandon traditions? When is it time to walk away?

I can hear the questions now: how long does it have to be? How many words do I have to have? This is AP English; it’s a college class. Write what feels right to you. Keep in mind, the brainstorming work you do now will make the essay writing easier. You may handwrite or type your journals. You may have one entry per page, or you may have several entries on a page. Many of you will find journaling fun once you get started. Many of you will have 30 or 40 journal entries. **DO NOT USE JOURNALS YOU HAVE WRITTEN FOR OTHER CLASSES** (ie; AP Psych scrapbook). These writings are to be a reflection of you NOW.

**Grading:** To earn a “basic” level on this section of the assignment (2), a student will write/type 4 sides of paper (4 fronts). Responses will include **DETAILS** (dialogue, descriptions). (a 3 = FIVE SIDES; A 4 = SIX SIDES)

I would start this journaling TODAY. If you accidentally write something you don’t want others to read, you can just write, “Please don’t read” above it and/or cover it with a piece of paper. Never, ever destroy something you write. You may want to look at it later. Really.
Here are some ideas to get you started...

--Describe some obstacles/challenges you have faced. What strategies did you use to overcome that strategy?

How do you plan to use your future/career to change the future or affect others?

--When have you been a leader? What did you learn about yourself when you were leading? Discuss ANY role where you have been a leader within the school, your family, or your community. Think of clubs, athletics, work, church, etc. when you either held a leadership role or others look to you for leadership. If you do not have any formal leadership include being a role model for parents, siblings, friends, etc.

--Discuss volunteer work that you have done in your community. This could include school related, work related, or church related. How did you get interested in that opportunity? Be specific. Tell the story of the experience.

--If you could spend one whole day doing anything, what would that be? Describe that activity. What makes it seem like the ideal way to spend a day?

As you think about your future, what seems most overwhelming?

--What is the biggest problem your generation will be asked to solve? What are some ideas you have to help solve the problem?

What is your favorite food to eat? Why? What associations (memories) do you have with that food?

--Describe your first day of school (around kindergarten) or your last day of school (around kindergarten). How are those days different now that you're in high school? Why?

Describe a task/skill that looked really easy until you tried to do it. What made it so difficult? Did you quit?

--Look out your window. Describe what you see/hear. What do you wonder about as you look out the window?

Think back to when you were about 10. What's one thing you know now that you wish you didn't? Why? How would life be different?

--Think back to a time when you were really out of your comfort zone. Describe what you were doing? How did you get into that situation? What did you learn about yourself?

Read about one topic for six months, what topic would you choose to read about? Why? What would be interesting?

--If you had to teach a 1-semester class about anything, what could you teach? How would you teach that subject? What would your class do on a daily basis?

--Think of a saying (For example -- That which does not kill you, makes you stronger; Procrastination is the thief of time; Be careful what you ask for.) React to that saying. When has that saying proven true/false

--What are your five greatest strengths? How do you use those strengths? What are two weaknesses? Has there ever been a time when one of your weaknesses turned out to be a strength or a good thing?

What weird talent/skill do you have? How did you discover you had this talent? How might this talent come in handy in your future?

--What few things can you not imagine leaving home without? Why those things? What five things could you leave behind and not really miss? Does it matter that you know those things will be home when you get back?

--What are some of your strengths/weaknesses? Talk about your strengths and how it affects your ability to be successful and how you use it to help your family, community, peers, etc

--Think of a time you wanted something and you put forth extra effort to achieve your goal. What you wanted and the strategies that you used to accomplish your goal.

Remember, you want to WRITE details. Let your mind wander. And, YES, I actually read these journals :D

FYI: If you are planning to apply to a competitive school or you are applying for a Buffett or Goodrich scholarship please start working on your essays in July and August. Everyone should go to your potential schools’ web sites. Find the applications. Figure out which essays you want to write. You should buy/check out (then read) a copy of the book

If you are seriously going to attempt to get accepted to a competitive school, read the book and do the exercises NOW, before school starts, so you have time to think. You will want to start sending me ideas/drafts of your essays over the summer. If you are serious about trying to get into a competitive school, get serious about the essays and the applications.

One last thing: If you haven’t completed the “Personality Type,” “Learning Style” and/or “Game Plan” surveys in Naviance (under the “About Me” tab), summer break is an awesome time!

MISC: Recommendation Letters
As you are researching schools, be sure to note whether your school requires teacher/counselor recommendations. If you need recommendations for the application process, take a few minutes RIGHT NOW to ask yourself who you will be talking to about writing a letter for you. You need to ask teachers who know you well. Think about teachers with whom you have worked over the past three years. You need to ask teachers who know you well. You may have worked with someone in a club or as part of a team who would be able to write an essay about you.

If you need recommendation letters, you should be prepared to ask teachers to write those letters very early in the year. All teachers are really busy. Give the teachers as much time as possible to write your recommendation. Be sure you can give your teacher/counselor a list of your activities, and perhaps a few notes about yourself, for example, what you especially liked working on in that teacher’s class.

In general, ask the teacher in person (Do you feel comfortable writing a POSITIVE recommendation for me?”), then use Naviance to confirm. Give the teacher about a month to get done. Give the teacher your resume. Follow up with that teacher frequently (so they don’t forget you!). Say THANK YOU!

Nearly all of you will apply for a scholarship that requires one or two recommendation letters. Please think of two teachers/coaches/youth group sponsors/volunteer coordinators/club sponsors who could probably write a recommendation for you.

#1: ____________________________  #2: ____________________________

So, in case you are confused, here is what you should have done:

**TASK ONE:** Background on YOU – filled out info about yourself, taken surveys
**TASK TWO:** Background on careers – researched (possibly using surveys)
Research how your interests align with careers (record sources)
Research and record how your possible career looks in the “real world”
**TASK THREE:** Identify possible career shadow opportunities
  + Complete career shadow or career interview (optional, but encouraged)
  + Write business thank you note (optional, but encouraged)
**TASK FOUR:** Background research on post-secondary education opportunities
**TASK FIVE:** Report your findings so far (write paper that includes information from 1, 2, 3, 4)
**TASK SIX:** Create a draft of your resume
**TASK SEVEN:** Begin the process of writing a college/personal narrative essay (summer journals)