College & Career Connections Road Map Checklist

**Explore**

- Complete a My Next Step form to get personalized feedback for your journey.
- Listen to our College Exploration podcast series.
- Take a Virtual College Tour and talk to someone about what your experience.
- Prepare for the PSAT/SAT/ACT using Learning Express Library.
- Learn about Financial Aid options using Ferguson’s Career Guidance Center.
- If you’re a CMS student, check out Find Your Path online.
- As you start your college and career journey, reflect on what you know about yourself and use that to help guide you. Think about your interests, talents, and skills. What are you passionate about?
- Looking to earn a high school equivalency credential? Check out Learning Express Library for resources and tools.
- Paying for college is overwhelming! Check out CFNC’s site to help guide you through the process.
- Make an appointment to speak with your school counselor about your college and career options.
- Learn what clubs, sports, and extracurriculars your high school offers, so you can start exploring early.
- Listen to our Career Spotlight podcast series.
- Prepare for career exams using Learning Express Library.
- Find Internships or Apprenticeships using Ferguson’s Career Guidance Center.
- Start planning your career with NCCareers.org and explore occupations.
- Discover what career matches your skills with Skills Matcher.
- See what is important to you in a job with Work Values Sorter.
- Take a quiz to see if you would be a successful entrepreneur with Be Your Own Boss.
- Shadow a professional for a work day and reflect on your experience.
- Explore military career options.
- Discover what career cluster fits you and your college and career goals.
- Not every career requires a college degree. Explore this list to see what paths are available.
- There’s a lot to consider when you get a job. Learn about Workplace Basics for Success from Goodwill.
- Exploration is an ongoing process when it comes to your future. Check out our College & Career Connections playlist on YouTube to hear from local colleges and professionals.
- Explore coding & technology careers by watching a Library Codelab program on the CMLibrary YouTube channel.

**Read**

- Search for books (and read at least one) to help you on your journey in our catalog.
- What do you know about budgeting? Place a hold on one or more books from this recommended reading list and start reading to learn more!
- Want to find out more about financial aid and scholarships? Place a hold on one or more books from this recommended reading list and start reading to learn more!
- Looking to explore colleges and majors? Place a hold on one or more books from this recommended reading list and start reading to learn more!
- You can never be too prepared for standardized tests! Place a hold on one or more books from this recommended reading list and start reading to learn more!
- Read this article, "Teen Guide - 5 Steps to Saving for Something You Really Want".
Read this article, "Budgeting for Teens: 14 Tips For Growing Your Money Young".

With your professional goal in mind, can you describe what someone in that role does every day, and do you have a list of prospective employers? Read through your research, so you can answer those questions.

Knowing what your path is, make a list of at least five articles, books, or resources that you plan to read to better prepare yourself.

**Write**

- Write your brag sheet using these helpful hints from CFNC
- Write a professional resume with Cypress Resume through the NC Live Jobs Portal or Resume Builder
- Write at least one personal essay that can be used for applying to college or a scholarship using this guide from CFNC
- Learn about planning a schedule on LinkedIn Learning, and then write one that works for your style
- Keep an updated list of your references to use for applications
- Learn how to take effective notes by taking a course in LinkedIn Learning
- Make a list of all your extracurricular activities and academic accomplishments to include on your applications
- What is your elevator pitch to give prospective schools or employers? Write down why you are an ideal candidate by highlighting your achievements, community involvement, key characteristics, etc.

**Create**

- Share any of your college and career activities from your journey on social media by tagging us @cmlibraryteens
- Create a digital portfolio to help you stand out. Try using freeware like Canva to create yours!
- Create a plan for yourself to help you save and budget for your future using Financial Literacy resources from CFNC
- Create a journal or blog to help you plan, while also improving your writing skills
- Create a LinkedIn profile to build your professional presence
- Open an email account with a professional address
- Take a course on LinkedIn Learning to build your skill set
- Build a list of schools using College Navigator to do a side-by-side comparison
- In thinking about your future, where do you see yourself in five years? Create your college and career goals, as well as your plan to achieve them.

**Plan**

- Complete a School Search using Ferguson's Career Guidance Center to compile a list of prospective schools that best meet your needs
- Look for interesting things to do over the summer? Look at volunteer opportunities or part-time jobs to broaden your experiences.
- Keep track of important deadlines and plan a detailed list of tasks to help you stay on target.
- Take a course on LinkedIn Learning to help you plan and manage your time effectively
- Prepare for career exams using LearningExpress
- Search scholarship opportunities from Charlotte Mecklenburg Schools (CMS)
- Plan for college by learning about Better Money Habits with Bank of America
- Plan for college by using this interactive guide “Get College Ready” guide from Wells Fargo
☐ Start asking teachers, advisors, and supervisors for letters of recommendation to build your portfolio.
☐ Do an online practice application to help you prepare for the real thing

**Act**

☐ Participate in a College & Career Connections program or workshop at Charlotte Mecklenburg Library
☐ Complete Virtual Volunteering opportunities from the Library
☐ Apply to a job, internship, apprenticeship, certificate program, or post-secondary institution.
☐ Register for a My Next Step session with the Library to discuss your road map and receive additional guidance [hyperlink: https://cmlibrary.bibliocommons.com/v2/events?q=My%20Next%20Step]
☐ Register and Take the SAT/ACT exams.
☐ Register and take AP/IB exams.
☐ Visit Campuses. Select your top six and bookmark their applications.
☐ Joining the military? Register and take the ASVAB test.
☐ File for FAFSA and financial aid [hyperlink: https://www.cfnc.org/pay-for-college/apply-for-financial-aid/]
☐ Get your resume reviewed through the online Job Help Center
☐ Attend a college or career fair
☐ Get the homework help you need by utilizing your 10 free tutoring sessions each week from Tutor.com
☐ Become a VolunTeen at Charlotte Mecklenburg Library, or volunteer anywhere in the community
☐ Use Northstar Digital Literacy to assess your digital literacy skills in multiple key areas. Start by requesting your Northstar Learner Account to unlock your access!
☐ Attend a Library Codelab program to get an introduction to coding, programming, or tech careers

**Setting Your Compass**

☐ Check out Finish High School on GetMyFuture to see why you should invest in yourself
☐ Get a Reality Check to help you gain perspective as you begin your journey
☐ Take this Interest Finder to get headed in the right direction
☐ Find your career path using our online resource
☐ Visit My Next Move to map out your route to the future
☐ Check out all the Library programs and resources for teens on our Teen Digital Branch

**Sign up for the Beanstack Challenge**

☐ Make your life easier and register for this challenge on Beanstack, which will track all of your activities for you, while allowing you to earn badges, and make you eligible for a grand prize drawing at the end of the school year!