

Unit #1 Title: My Personal Plan of Study	
Lesson Title: Evaluating Transcripts	Lesson: 2 of 6
Grade Level: 9	
Length of Lesson: 45-50 minutes	
Missouri Comprehensive Guidance Standard: AD.6: Developing and monitoring personal education plans.	
Grade Level Expectation (GLE): AD.6.A.09.a.i: Monitor and revise a four to six-year educational plan (Personal Plan of Study)	
American School Counselor Association National Standard (ASCA): Academic Development Standard B: Students will make decisions, set goals, and take necessary action to achieve goals.	

Materials (include activity sheets and/ or supporting resources)

Copies of students' transcripts Overhead projector (May use whiteboard or chalkboard) Blank Transparency for procedure to calculate GPA including worth of letter grades, formula for determining GPA High School Course description book or enrollment guide (for class point values).
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Show Me Standards: Performance Goals (check one or more that apply and identify relevant process standards)

X	Goal 1: Gather, analyze and apply information and ideas 1. Use technological tools and other resources to locate, select and organize information 5. Evaluate the accuracy of information and the reliability of its sources
	Goal 2: Communicate effectively within and beyond the classroom
	Goal 3: Recognize and solve problems
X	Goal 4: Make decisions and act as responsible members of society 4. Recognize and practice honesty and integrity in academic work and in the workplace 5. Develop, monitor and revise plans of action to meet deadlines and accomplish goals

This lesson supports the development of skills in the following academic content areas.

Academic Content Area(s)	Specific Skill(s)
Communication Arts	
X Mathematics	1. Addition, subtraction, multiplication and division; other number sense, including numeration and estimation; and the application of these operations and concepts in the workplace and other situations
Social Studies	
Science	
Health/Physical Education	
Fine Arts	

Enduring Life Skill(s)

X	Perseverance		Integrity	X	Problem Solving
	Courage		Compassion		Tolerance
	Respect	X	Goal Setting		

Lesson Assessment (acceptable evidence):

<p>Assessment should relate to the performance outcome for goals, objectives and GLE's. Assessment can be question answer, performance activity, etc.</p> <p>Students will review transcripts and compute individual Grade Point Averages.</p>

Lesson Preparation

<p>Essential Questions: How will I keep track of my progress in school? What information will follow throughout my life?</p> <p>Engagement (Hook): What does your transcript say about you? How does your G.P.A. impact graduation requirements?</p>
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Procedures

<p>Counselor Procedures:</p> <p>Distribute students' copies of transcripts and Personal Educational Plans begun in 8th grade.</p> <ol style="list-style-type: none"> 1. Explain purpose of transcripts. Instruct students to locate their class ranking, GPA, credits earned on their transcripts. 2. Discuss other information your high 	<p>Student Involvement:</p> <ol style="list-style-type: none"> 1. Students will use the course description book or enrollment guide and transcript for computation of GPA. Students locate their class ranking, GPA, and credits earned. 2. Students will discuss any other information
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school includes on personal transcripts.	on their transcripts.
3. Explain that there are times students need to calculate their GPA's on their own (e.g. to verify accuracy). Use the transcript to show students how to compute GPA's.	3. Students will practice calculating G.P.A's by using their own grades.
4. Ask students to review their transcripts and Personal Educational Plans and what they need to do to continue progress toward post-secondary goals	4. Student reviews personal plans and revise, where necessary.

Teacher Follow-Up Activities

Encourage teachers to have students compute GPA's after each grading period. Teachers could have students keep a grade log sheet in their class.

Counselor reflection notes (completed after the lesson)