

Kentucky Academic Standards



Career Studies

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Kentucky Academic Standards Career Studies

INTRODUCTION

Background

Career development is a lifelong process that requires an individual to align interests, values and skills, explore opportunities and consider both personal and monetary costs in order to develop both short and long-term goals. Demands of today's 21st century workforce requires individuals who embrace lifelong learning, exhibit initiative, productivity and responsibility within the context of an innovative, dynamic and global society. Essential Skills such as adaptability, diligence, reliability and effective communication provide the foundation to achieve these goals. These eight skills outlined in KRS 158.1413.

Preparing Kentucky's students for successful transition to post-secondary education, work and the community requires careful and strategic planning and integration across content areas. Districts and schools must provide opportunities to for students to acquire, apply and integrate knowledge, skills and understandings in real-life contexts through problem-solving, decision-making and critical and creative thinking.

Kentucky's Vision for Students

The Kentucky Board of Education's (KBE) vision is that each and every student is empowered and equipped to pursue a successful future. To equip and empower students, the following capacity and goal statements frame instructional programs in Kentucky schools. They were established by the Kentucky Education Reform Act (KERA) of 1990, as found in Kentucky Revised Statute (KRS) 158.645 and KRS 158.6451. All students shall have the opportunity to acquire the following capacities and learning goals:

- Communication skills necessary to function in a complex and changing civilization;
- Knowledge to make economic, social and political choices;
- Understanding of governmental processes as they affect the community, the state and the nation;
- Sufficient self-knowledge and knowledge of their mental health and physical wellness;
- Sufficient grounding in the arts to enable each student to appreciate their cultural and historical heritage;
- Sufficient preparation to choose and pursue their life's work intelligently; and
- Skills to enable students to compete favorably with students in other states and other parts of the world.

Furthermore, schools shall:

- Expect a high level of achievement from all students
- Develop their students' abilities to:

- Use basic communication and mathematics skills for purposes and situations they will encounter throughout their lives;
 - Apply core concepts and principles from mathematics, science, arts and humanities, social studies, English/language arts, health, mathematics, practical living, including physical education, to situations they will encounter throughout their lives;
 - Become self-sufficient individuals;
 - Become responsible members of a family, work group or community as well as an effective participant in community service;
 - Think and solve problems in school situations and in a variety of situations they will encounter in life;
 - Connect and integrate experiences and new knowledge from all subject matter fields with what students have previously learned and build on past learning experiences to acquire new information through various media sources.
- Increase student attendance rates;
 - Reduce dropout and retention rates;
 - Reduce physical and mental health barriers to learning; and
 - Be measured on the proportion of students who make a successful transition to work, postsecondary education and the military.

To ensure legal requirements of the career studies standards are met, the Kentucky Department of Education (KDE) encourages schools to use the *Model Curriculum Framework* to inform development of curricula related to these courses. The *Model Curriculum Framework* encourages putting the student at the center of planning to ensure that:

...the goal of such a curriculum is to produce students that are ethical citizens in a democratic global society and to help them become self-sufficient individuals who are prepared to succeed in an ever-changing and diverse world. Design and implementation requires professionals to accommodate the needs of each student and focus on supporting the development of the whole child so that all students have equitable access to opportunities and support for maximum academic, emotional, social and physical development.

(Model Curriculum Framework, page 19)

Legal Basis

The following Kentucky Revised Statutes (KRS) and Kentucky Administrative Regulations (KAR) provide a legal base for this publication:

KRS 156.160 Promulgation of administrative regulations by the Kentucky Board of Education

With the advice of the Local Superintendents Advisory Council (LSAC), the KBE shall promulgate administrative regulations establishing standards that public-school districts shall meet in student, program, service and operational performance. These regulations shall comply with the expected outcomes for students and schools set forth in KRS 158:6451.

KRS 158.6453 Review of Academic Standards and Assessments

Beginning in fiscal year 2017-2018, and every six (6) years thereafter, the Kentucky Department of Education shall implement a process for reviewing Kentucky's academic standards and the alignment of corresponding assessments for possible revision or replacement to ensure alignment with post-secondary readiness standards necessary for global competitiveness and with state career and technical education standards.

The revisions to the content standards shall:

- Focus on critical knowledge, skills, and capacities needed for success in the global economy;
- Result in fewer but more in-depth standards to facilitate mastery learning;
- Communicate expectations more clearly and concisely to teachers, parents, students and citizens;
- Be based on evidence-based research;
- Consider international benchmarks; and
- Ensure that the standards are aligned from elementary to high school to postsecondary education so that students can be successful at each education level.

704 KAR 3:305 Minimum high school graduation requirements

Section 3 (1) establishes the minimum high school graduation requirements necessary for entitlement to a public high school diploma as established in 704 KAR 3:303 and KAR Chapter 8.

KRS 158.1413 Essential Workplace Ethics Instruction

Beginning with the 2019-2020 school year, each school district shall implement essential workplace ethics programs that promote characteristics that are critical to success in the workplace. Each student in elementary, middle and high school shall receive essential workplace ethics instruction that shall include but not limited to:

- Adaptability
- Diligence
- Initiative
- Knowledge
- Reliability
- Remaining drug-free
- Working well with others

KRS 158.1411 Financial Literacy

Beginning with the entering ninth grade class of the 2020-2021 school year and each year thereafter, successful completion of one (1) or more courses or programs that meet the financial literacy standards shall be a Kentucky public high school graduation requirement.

704 KAR 3:305 Individual Learning Plan (ILP)

Section 2. (1) A district shall implement an advising and guidance process throughout the middle and high schools to provide support for the development and implementation of an individual learning plan for each student.

Standards Creation Process

The standards creation process focused heavily on stakeholder and educator involvement. Kentucky teachers understood elementary and secondary academic standards must align with postsecondary readiness standards and career and technical education standards. Central to their work was the belief that all students should have the opportunity to prepare for jobs of the future and to compete with students from other states and nations.

Creation of the career studies standards required two separate groups; one focused on Career Studies K-12 and the other focused solely on Financial Literacy at grades 9-12. Each group was comprised of both a Business and Education Advisory Panel (BE) and a Revision and Writing Committee (RWC).

Members of each the Career Studies and Financial Literacy Standards Committees were selected to represent a diverse background of individuals vested in supporting career exploration, incorporating real world experience into the classroom, encouraging the development of essential skills and developing financially literate students. The selection committee considered statewide representation, as well as both public and higher education instruction, when choosing writers (see pg. 31).

The Career Studies Business and Education Advisory Panel was composed of six business representatives and an elementary, middle, high and post-secondary educator. The function of the Advisory Panel was to review the current standards and make recommendations to guide the work of the Revision and Writing Committee. The Career Studies Revision and Writing Committee was composed of one post-secondary professor, three elementary, three middle school and three high school teachers. The function of the Revision and Writing Committee was to use the recommendations from the Advisory Panel to revise or replace existing standards.

The Financial Literacy Business and Education Advisory Panel was composed of six business representatives, three high school educators and a post-secondary professor. The function of the Advisory Panel was to review the current standards and make recommendations to guide the work of the Revision and Writing Committee. The Financial Literacy Revision and Writing Committee was composed of two post-secondary professors and six high school educators. The task of the Revision and Writing Committee was to use the recommendations from the Advisory Panel to revise or replace existing standards to meet the Financial Literacy graduation requirement.

WRITERS' VISION STATEMENT

The career studies standards writing team was driven by the goal that all students graduate from high school with the knowledge and skills needed to become successful lifelong learners and productively engaged citizens. To achieve this, the team envisioned standards that:

- allowed for integration of career exploration across content areas,
- enhanced the learning of academic subjects,
- fostered development of skills essential to the workplace,
- consider the role of personal values, interests and aptitudes in career choices and
- supported students' ability to manage personal and workplace resources including time, materials and finances.

The KDE provided the following foundational documents to inform the writing team's work:

- Review of state academic standards documents (North Dakota, New Jersey, Montana).
- 21st Century Workplace Readiness Skills for the Commonwealth: Needs Identified by Virginia Employers.
<http://www.cteresource.org/attachments/atb/WRSRepositoryFiles/WRSList.pdf>
- National Standards in K-12 Personal Finance Education [4th Edition (2nd printing, 2017)]. (n.d.). Jumpstart Coalition for Personal Financial Literacy, Washington, DC.
www.jumpstart.org
- *National Standards for Financial Literacy*. (2013). New York, NY: Council for Economic Education.
<https://www.councilforeconed.org/wp-content/uploads/2013/02/national-standards-for-financial-literacy.pdf>

Design Considerations

The Business and Education Advisory Panel, composed primarily of business partners, clarified the vision as they worked to identify vital academic and workplace expectations. The panel drafted these high expectations into overarching domains, along with the critical strands, as a guiding framework for development of the standards. The Revision and Writing Committee used this framework to develop standards to ensure each and every student is empowered and equipped to pursue a successful future.

The writing team sought to construct standards in language that is clear and directive, but not prescriptive, reflects the current state of evidence-based research and ensures a cohesive progression among grade-levels. Their intent was to create standards that provide sufficient guidance, yet allows instructional autonomy, as educators seek to implement the standards within the context of their own unique schools and districts.

STANDARDS USE AND DEVELOPMENT

The Kentucky Academic Standards (KAS) are Standards, not Curriculum

The *Kentucky Academic Standards for Career Studies* outline the minimum content standards Kentucky students should learn within each grade-band. The standards address what is to be learned but do not direct how learning experiences are to be designed or what resources should be used.

A standard represents a goal or outcome of an educational program. The standards do not dictate the design of a lesson plan or how units should be organized. The standards establish what students should know and be able to do at the conclusion of a grade-band. The instructional program should emphasize the development of students' abilities to acquire and apply the standards. The curriculum must assure that appropriate accommodations are made for diverse populations of students found within Kentucky schools.

These standards are not a set of instructional or assessment tasks. They are statements of what students should be able to do after instruction. Decisions on how to best help students meet these program goals are left to local school districts and teachers.

Translating the Standards into Curriculum

The KDE does not require specific curriculum or strategies to be used to teach career studies or financial literacy, only the *Kentucky Academic Standards (KAS)*. Local schools and districts choose to meet those minimum required standards using a locally adopted curriculum. As educators implement academic standards, they, along with community members, must guarantee 21st-century readiness that will ensure all learners are transition-ready. To achieve this, Kentucky students need a curriculum designed and structured for a rigorous, relevant and personalized learning experience, including a wide variety of learning opportunities. The *Kentucky Model Curriculum Framework* serves as a resource to help an instructional supervisor, principal and/or teacher leader revisit curriculum planning, offering background information and exercises to generate “future-oriented” thinking while suggesting a process for designing and reviewing the local curriculum.

Organization and Overview of the Standards

The *Kentucky Academic Standards for Career Studies* consist of three domains: Essential Skills, Careers and Financial Literacy. Each of these domains is further organized into strands that provide a guiding framework for instruction.

Grade-bands

The strands outline what a student should know and be able to do independently by the end of each grade band for K-3, 4-5, 6-8 and 9-12. Forming bands across the grade span allows schools and districts flexibility in course design. These grade-banded standards intentionally support the developmental progression as they strategically move students towards deeper learning at the next grade band.

Domains

- **Essential Skills** - replaces the previous Employability Skills domain. KRS 158.1413: Essential workplace ethics instruction program requires that all students in elementary, middle and high school receive essential workplace ethics instruction.
- **Careers** – replaces the previous Career Awareness, Exploration, Planning domain.
- **Financial Literacy** – combines the previous Consumer Decisions and Financial Literacy domains. The grade 9-12 financial literacy standards were developed in response to KRS 158.1411 to meet the Kentucky public high school graduation requirement.

Strands

- **Essential Skills:** KRS 158.1413 was used as a framework to develop strands for the Essential Skills domain.
 - Adaptability
 - openness to learning and problem solving, an ability to embrace new ways of doing things and a capability for critical thinking
 - Diligence
 - seeing a task through to completion
 - Initiative
 - taking appropriate action when needed without waiting for direct instruction
 - Knowledge
 - exhibiting an understanding of work-related information
 - the ability to apply that understanding to a job
 - effectively explain the concepts to colleagues in reading, writing, mathematics, science and technology as required by the job
 - Reliability
 - showing up on time, wearing appropriate attire, self-control, motivation and ethical behavior
 - Drug free
 - remaining drug-free
 - Communication
 - working well with others, including effective communication skills
 - respect for different points of view and diversity of coworkers
 - ability to cooperate and collaborate
 - enthusiasm
 - ability to provide appropriate leadership to or support for colleagues
- **Careers**
 - Exploration
 - Preparation
 - Application
- **Financial Literacy**
 - Careers, Education and Income
 - Credit and Debt
 - Decision Making and Money Management
 - Saving and Investing
 - Money and the Economy
 - Risk Management

Coding

The coding for the standards begins with an abbreviation of the domain followed by the grade-level in the middle and the standard number at the end.

Domain abbreviations include:

- ES – Essential Skills
- C – Careers
- FL – Financial Literacy

Strands (not denoted in the coding)

Grade-bands are denoted by:

- P – Primary – Grades K-3
- I – Intermediate – Grades 4-5
- M – Middle – Grades 6-8
- H – High – Grades 9-12

Standard number

FINANCIAL LITERACY	
INTERMEDIATE - GRADES 4-5	
CAREERS, EDUCATION & INCOME	
FL.I.1	Compare the financial impacts of a career choice, (e.g., financial goals, desired lifestyles, values)
FL.I.2	Identify ways people earn income (e.g., wages, salaries, tips).
CREDIT & DEBT	
FL.I.3	Explain how credit is used a basic financial tool.
FL.I.4	Explain how borrowing money (credit) is more expensive than paying cash (e.g., interest, fees).



Career Studies – Primary (Grades K-3) Overview

The career studies standards in the primary level provide the foundation to ensure that each and every student is empowered and equipped to pursue a successful future. This requires an understanding of essential skills necessary for success in both school and the workplace, an awareness of why people work, an exploration of career choices and the role money plays in achieving both short and long-term goals.

The career studies program at the primary level should include active, hands-on work with concrete materials, authentic tasks and appropriate technologies. Although the career studies standards are divided into three areas, each area is designed to interact with the others in an integrated fashion. Because of this integration, students should develop broad conceptual understandings and applicable skills in career studies. All content teachers are responsible for providing instruction in career studies.

The career studies standards are organized around three domains: Essential Skills, Careers and Financial Literacy. These domains are the conceptual organizers for career studies and are the same at each grade-band. This ensures students have multiple opportunities throughout their school career to develop skills and concepts linked to the domain. Each domain is divided into strands that represent overarching generalizations within the domain. Standards within each strand represent the desired learning outcomes at completion of the primary level.

Essential Skills

Essential skills instruction at the primary level should be a natural extension of classroom culture and provide an opportunity for students to begin to develop work habits, study skills, communication skills and goals necessary to become successful and productively engaged learners. Students should be active participants in developing appropriate norms and expectations for collaboration and quality of academic work.

Careers

At the primary level, the goal of the careers domain is to develop an awareness of the purpose of having a job, explore how interests, values and abilities influence career choices and the connection between academics and future occupations. Students should be exposed to career opportunities available in the local community through a variety of means such as career day, field trips, virtual field trips, guest speakers, etc.

Financial Literacy

The goal at the primary level is to introduce the concept of financial literacy and the role money plays in personal financial wellbeing. Students should begin to explore how money is used, the relationships of earning, spending and saving and the importance of making effective consumer decisions.

ESSENTIAL SKILLS

PRIMARY - GRADES K-3

ADAPTABILITY

ES.P.1

Identify ways to approach and/or solve a problem.

ES.P.2

Demonstrate flexibility and willingness to try new things (e.g., changes in schedules, routines, procedures).

DILIGENCE

ES.P.3

Practice resilience and perseverance by showing willingness to complete a task.

ES.P.4

Create and complete short-term goals (e.g. SMART goals).

INITIATIVE

ES.P.5

Identify tasks that need to be completed and take action.

ES.P.6

Practice personal responsibility.

KNOWLEDGE

ES.P.7

Follow classroom norms and procedures in various activities and settings.

ES.P.8

Explain how reading, writing and mathematics skills are necessary career and life skills.

RELIABILITY

ES.P.9

Complete tasks on time.

ES.P.10

Practice ethical behavior (e.g., honesty, trust, compassion, acceptance) in various situations with guidance.

ES.P.11

Exhibit self-control with guidance.

DRUG FREE

ES.P.12

Explain how household products and medications may be harmful when used incorrectly.

COMMUNICATION

ES.P.13

Engage effectively in a range of developmentally appropriate collaborative discussions (one-on-one, in groups and teacher led).

	<ul style="list-style-type: none"> a. Follow agreed-upon rules for discussions (e.g., listening to others, speaking one at a time). b. Speak clearly at an understandable pace using appropriate facts and relevant, descriptive details and complete sentences when appropriate. c. Ask and answer questions about what a speaker says in order to clarify comprehension, gather additional information or deepen understanding of a topic or issue. d. Explain ideas and understanding in light of the discussion. e. Stay on topic and link comments to the remarks of others when responding to others' ideas. f. Adapt speech, using both verbal and nonverbal skills, to a variety of situations using formal English when appropriate.
ES.P.14	Recognize that differences exist in individuals, families and communities.
ES.P.15	Identify appropriate strategies to resolve conflicts with guidance.

CAREERS	
PRIMARY - GRADES K-3	
EXPLORATION	
C.P.1	Identify the reasons why people need to work (e.g., chores, jobs, employment) to meet basic needs and personal goals (e.g., food, clothing, shelter).
C.P.2	Describe and expose students to different job opportunities that are available in the community (e.g., career day, field trips, virtual field trips, guest speakers).
C.P.3	Explain how interests, values and abilities influence career choices.
PREPARATION	
C.P.4	Explain how academic content students learn in school (e.g., mathematics, reading/writing, science, social studies) impacts future jobs/careers.
C.P.5	Learn and practice responsible digital citizenship.
APPLICATION	
C.P.6	Identify and follow agreed-upon work skills (e.g., attendance, respect, preparedness, quality of work, time-management) that are necessary for both the classroom and workplace.

FINANCIAL LITERACY

PRIMARY - GRADES K-3

CAREERS, EDUCATION & INCOME

F.P.1	Recognize that people need to work to meet basic needs.
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CREDIT & DEBT

F.P.2	Explain the difference between buying and borrowing.
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DECISION MAKING & MONEY MANAGEMENT

F.P.3	Identify the difference between wants (e.g., skateboard, video games) and needs (e.g., food, clothing and shelter) and the relationship to consumer decisions.
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F.P.4	Identify why people make financial choices.
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F.P.5	Explain how planning helps people make choices about how to use their money.
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F.P.6	Describe how financial decisions impact the achievement of short and long-term goals.
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SAVING & INVESTING

F.P.7	Investigate different ways to save money (e.g., piggy bank, local bank, credit union).
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MONEY & THE ECONOMY

F.P.8	Identify things people buy (e.g., goods, services (i.e., tasks performed by others), leisure activities, etc.)
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F.P.9	Explore ways people pay for goods or services.
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INSURANCE & RISK MANAGEMENT

F.P.10	Identify ways to keep possessions, including money, safely at home and other places.
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F.P.11	Explain the reasons for not sharing personal information with strangers.
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Kentucky Academic Standards – Career Studies – Intermediate (Grades 4-5)

The career studies standards at the intermediate level continues to build a foundation to ensure that each and every student is empowered and equipped to pursue a successful future. This requires an understanding of essential skills necessary for success in both school and the workplace, an awareness of why people work, an exploration of career choices and the role money plays in achieving both short and long-term goals.

The career studies program at the intermediate level should include active, hands-on work with concrete materials, authentic tasks and appropriate technologies. Although the career studies standards are divided into three areas, each area is designed to interact with the others in an integrated fashion. Because of this integration, students are able to develop broad conceptual understandings and applicable skills in career studies. All content teachers are responsible for providing instruction in career studies.

The career studies standards are organized around three domains: Essential Skills, Careers and Financial Literacy. These domains are the conceptual organizers for career studies and are the same at each grade-band. This ensures students have multiple opportunities throughout their school career to develop skills and concepts linked to the domain. Each domain is divided into strands that represent overarching generalizations within the domain. Standards within each strand represent the desired learning outcomes at completion of the intermediate level.

Essential Skills

Essential skills instruction at the intermediate level should be a natural extension of classroom culture and provide an opportunity for students to begin to develop the work habits, study skills, communication skills and goals necessary to become successful and productively engaged learners. Students should be active participants in developing appropriate norms and expectations for collaboration and quality of academic work.

Careers

At the intermediate level, the goal of the careers domain is to develop an awareness of the purpose of having a job, explore how interests, values and abilities influence career choices and the connection between academics and future occupations. Students should be exposed to career opportunities within the [16 KY Career Clusters](#) through a variety of means such as guided and/or independent research, career day, field trips, virtual field trips, guest speakers, etc.

Financial Literacy

The goal at the intermediate level is to continue to develop the concept of financial literacy and the role money plays in personal financial wellbeing. Students should begin to explore the financial impact of career choices, the concept of money as a financial tool, and the need for effective consumer decisions related to saving, spending, credit and debt.

ESSENTIAL SKILLS

INTERMEDIATE - GRADES 4-5

ADAPTABILITY

ES.I.1 Identify ways to approach and/or solve a problem.

ES.I.2 Demonstrate flexibility and willingness to try new things (e.g., critical thinking, problem solving).

DILIGENCE

ES.I.3 Demonstrate resilience and perseverance by showing willingness to complete a task.

ES.I.4 Create and prioritize short term goals.

INITIATIVE

ES.I.5 Practice on-task behaviors with minimal direction.

ES.I.6 Use failure as a learning opportunity.

ES.I.7 Practice personal responsibility.

KNOWLEDGE

ES.I.8 Follow classroom procedures, activities, and behavior in various settings.

ES.I.9 Apply reading, writing and mathematics skills to authentic, real-world tasks.

RELIABILITY

ES.I.10 Complete tasks on time.

ES.I.11 Practice ethical behavior (e.g., honesty, trust, compassion, acceptance) in various situations with minimal guidance.

ES.I.12 Exhibit self-control with minimal guidance.

DRUG FREE

ES.I.13 Describe the risk associated with the inappropriate use of household products, medications and alcohol.

COMMUNICATION

ES.I.14 Engage effectively in a range of developmentally appropriate collaborative discussions (one-on-one, in groups and teacher led).

- a. Follow agreed-upon rules for discussions (e.g. practice active listening and taking turns speaking).
- b. Speak clearly at an understandable pace using appropriate facts and relevant, descriptive details and complete sentences when appropriate.

	<p>c. Pose and respond to specific questions to clarify or follow up on information and make comments that contribute to the discussion and link to the remarks of others.</p> <p>d. Use the reasons and evidence a speaker provides to refine ideas when responding to others' ideas.</p> <p>e. Adapt speech, using both verbal and nonverbal skills, to a variety of situations using formal English when appropriate.</p>
ES.I.15	Recognize that differences exist in individuals, families, communities, cultures and varying points of view.
ES.I.16	Identify appropriate strategies to resolve conflicts with guidance.

CAREERS	
INTERMEDIATE - GRADES 4-5	
EXPLORATION	
C.I.1	Explain why people need to work (e.g., earn money, contribute to society, develop identity as a worker, enhance self-esteem to meet basic needs (food, clothing, shelter) and for personal satisfaction and enjoyment).
C.I.2	Describe jobs done by employees and other individuals in the community, state and world.
C.I.3	Identify and describe jobs within the 16 KY Career Clusters (e.g., Information Technology, Manufacturing, Health Science and Transportation, Distribution and Logistics).
C.I.4	Describe the impact of individual interests, values and abilities on career choices.
PREPARATION	
C.I.5	Explain how academic content learned in school (e.g., mathematics, reading/writing, science, social studies) impacts future jobs/careers.
C.I.6	Use various sources of career information (e.g., Career Day, guest speaker, field trips, virtual field trips, career fairs, career websites) to evaluate jobs/careers that reflect individual interests/needs.
C.I.7	Learn, understand and apply responsible digital citizenship practices (e.g., privacy, communication, safe web exploration, online searching).
APPLICATION	
C.I.8	Identify and follow agreed-upon collaborative skills (e.g., attendance, respect, preparedness, quality of work, time-management) that are necessary for both the classroom and workplace.

FINANCIAL LITERACY

INTERMEDIATE - GRADES 4-5

CAREERS, EDUCATION & INCOME

FL.I.1 Compare the financial impacts of a career choice, (e.g., financial goals, desired lifestyles, values)

FL.I.2 Identify ways people earn income (e.g., wages, salaries, tips).

CREDIT & DEBT

FL.I.3 Explain how credit is used a basic financial tool.

FL.I.4 Explain how borrowing money (credit) is more expensive than paying cash (e.g., interest, fees).

DECISION MAKING & MONEY MANAGEMENT

FL.I.5 Identify factors and experiences such as role models and peer pressure that affect spending patterns.

FL.I.6 Develop a basic budget which includes income, expenses and savings for a specific purpose.

FL.I.7 Explain how financial management is needed to meet the goals of individuals and families by:

- describing various types of expenses (e.g., food, clothing, entertainment) and savings (e.g., piggy bank, bank account).
- investigating goals related to money that might affect individuals and families and their values.

SAVING & INVESTING

FL.I.8 Explain how investing puts money to work to earn more money for the future.

FL.I.9 Describe reasons (i.e., financial goals) people invest for the future.

MONEY & THE ECONOMY

FL.I.10 Compare different payment methods (e.g., writing a check, using a debit or credit card, paying online or with a mobile device).

FL.I.12 Describe various services (e.g., deposits, check cashing) provided by financial institutions (e.g. banks, credit unions).

FL.I.13 Explain that people are required to pay taxes for which they receive government services.

INSURANCE & RISK MANAGEMENT

FL.I.14 Identify the purpose of insurance and give examples of financial risks that are covered by insurance.

FL.I.15 List types of personal information that should not be disclosed to others in person or online.

Kentucky Academic Standards – Career Studies – Middle School (Grades 6-8)

The career studies standards at the middle school level continues to build a foundation to ensure that each and every student is empowered and equipped to pursue a successful future. This requires an understanding of essential skills necessary for success in both school and the workplace, an awareness of why people work, an exploration of career choices and the role money plays in achieving both short and long-term goals.

The career studies program at the middle school level should include active, hands-on work with concrete materials, authentic tasks and appropriate technologies. Although the career studies standards are divided into three areas, each area is designed to interact with the others in an integrated fashion. Because of this integration, students are able to develop broad conceptual understandings and applicable skills in career studies. All content teachers are responsible for providing instruction in career studies.

The career studies standards are organized around three domains: Essential Skills, Careers and Financial Literacy. These domains are the conceptual organizers for career studies and are the same at each grade-band. This ensures students have multiple opportunities throughout their school career to develop skills and concepts linked to the domain. Each domain is divided into strands that represent overarching generalizations within the domain. Standards within each strand represent the desired learning outcomes at completion of middle school.

Essential Skills

Essential skills instruction at the middle school level should be a natural extension of classroom culture. Students should demonstrate the work habits, study skills, communication skills and goals necessary to become successful and productively engaged learners. Opportunities should be provided for students to develop appropriate norms and expectations for collaboration and quality of academic work.

Careers

At the middle school level, the goal of the careers domain is for students to continue to use information from personal interest surveys to create an Individual Learning Plan (ILP) as a guide to explore of various jobs within the [16 KY Career Clusters](#). Opportunities should be provided to consider the cost, both monetary and time, of post-secondary and technical education. Students should develop a conceptual understanding of the relationship of academics, personal behavior and success within their chosen career and use this knowledge as they prepare to transition to the secondary level.

Financial Literacy

The goal at the middle school level is to continue the concept of financial literacy and the role money plays in personal financial wellbeing. Students should explore the financial impact of career choices, the concept of money as a financial tool and the need for effective consumer decisions related to saving, spending, credit and debt.

ESSENTIAL SKILLS

MIDDLE SCHOOL - GRADES 6-8

ADAPTABILITY

ES.M.1 Practice problem solving skills in a variety of situations to apply to real-world problems.

ES.M.2 Model flexibility and willingness to try new things (e.g., critical thinking, problem solving).

DILIGENCE

ES.M.3 Demonstrate resilience and perseverance by showing willingness to complete a task.

ES.M.4 Outline goals (short and long term) and prioritize as necessary to complete task.

INITIATIVE

ES.M.5 Apply failure as a learning opportunity.

ES.M.6 Practice on-task behaviors with minimal direction.

ES.M.7 Practice, apply and evaluate personal responsibility and pride in assigned work (e.g., asking clarifying questions, self-directed learning, self-initiated learning).

KNOWLEDGE

ES.M.8 Apply reading, writing, mathematics, science and technology skills to authentic, real-world tasks.

ES.M.9 Apply and explain important concepts in learning to an authentic audience.

RELIABILITY

ES.M.10 Demonstrate consistent punctuality in a variety of activities with minimal guidance.

ES.M.11 Describe appropriate attire for various situations.

ES.M.12 Practice ethical behavior (e.g., honesty, trust, compassion, acceptance) in various situations.

ES.M.13 Exhibit self-control.

DRUG FREE

ES.M.14 Identify and explain the consequences of substance abuse.

ES.M.15 Explain the need for random drug screening.

COMMUNICATION

ES.M.16 Engage effectively in a range of age appropriate collaborative discussions (one-on-one, in groups and teacher led).

- a. Work with peers to create rules for collegial discussions and decision making (e.g., informal consensus, taking votes on key issues, presentation of alternate views).

	<ul style="list-style-type: none"> b. Speak clearly at an understandable pace using appropriate facts and relevant, descriptive details and complete sentences when appropriate. c. Pose and respond to questions that connect the ideas of others' and comment with relevant evidence, observations and ideas. d. Acknowledge new information expressed by others, and, when warranted, qualify or justify their own views in light of the evidence presented. e. Present claims and findings, sequencing ideas logically and using pertinent descriptions, facts and details to accentuate main ideas or themes; using appropriate eye contact, adequate volume and clear pronunciation. f. Adapt speech, using both verbal and nonverbal skills, to a variety of situations, demonstrating command of formal English when appropriate.
ES.M.17	Respect individual differences and work collaboratively with people of diverse backgrounds, viewpoints and experiences.
ES.M.18	Practice effective conflict resolution strategies with minimal guidance.

CAREERS	
MIDDLE SCHOOL - GRADES 6-8	
EXPLORATION	
C.M.1	Explain how career choices impact lifestyle.
C.M.2	Explore the cost (monetary and time) of post-secondary and technical education, including possible sources of funding.
C.M.3	Explain how roles in the workplace and community are constantly changing (e.g., librarian to media specialist, remote employment opportunities) due to supply and demand and technological impacts on industry.
C.M.4	Identify resources (technology, counselors, shadowing, mentoring, career fairs, class speakers) that can be used for locating job and career information.
C.M.5	Use information from personal inventory surveys to explore and evaluate jobs within the 16 KY Career Clusters to guide educational pathway choices at the secondary level.
PREPARATION	
C.M.6	Explain how skills (both academic and technical) necessary for a variety of career pathways may be gained through extracurricular activities, community experience, volunteer work, etc.
C.M.7	Use various sources of career information (e.g., Career Day, guest speaker, field trips, virtual field trips, career fairs, career websites) to evaluate jobs/careers that reflect individual interests/needs.
C.M.8	Create and maintain an Individual Learning Plan (ILP) as a tool to explore self-knowledge and academic aptitude by relating interests, values and abilities to career choices.

C.M.9	Identify high school and career/technical center courses and programs that support career or occupational areas of interest.
C.M.10	Apply responsible digital citizenship practices (e.g., intellectual property, copyright, online reputation, cyberbullying, digital footprint).
C.M.11	Explain the relationship between personal behavior and employability (e.g., academic achievement, extracurricular activities, community involvement, impact of online behavior, digital citizenship).
APPLICATION	
C.M.12	Identify and follow agreed-upon work skills (e.g., attendance, respect, preparedness, quality of work, time-management) that are necessary for both the classroom and workplace.

FINANCIAL LITERACY	
MIDDLE SCHOOL - GRADES 6-8	
CAREERS, EDUCATION & INCOME	
FL.M.1	Develop and manage financial goals for the future based on one's career choice and lifestyle expectations to meet the needs of individuals and families.
FL.M.2	Explain how income can be earned (e.g., wages, commission) or unearned (e.g., interest, capital gains).
FL.M.3	Explain net income (i.e., wages and salaries minus payroll deductions equal net income or take-home pay).
CREDIT & DEBT	
FL.M.4	Compare a variety of credit sources from which consumers can choose to borrow.
FL.M.5	Compare the costs and benefits of buying on credit that are key to making a good borrowing decision.
DECISION MAKING & MONEY MANAGEMENT	
FL.M.6	Evaluate financial management resources and how they are needed to meet the goals of individuals and families by: <ul style="list-style-type: none"> • prioritizing financial goals. • creating a budget including income, expenses (fixed/flexible), and savings. • developing and explaining a savings plan and budget based on specific short and long-term financial goals
FL.M.7	Apply decision making strategies when buying products.
FL.M.8	Compare and evaluate products and services based on major factors (e.g., brand name, price, quality feature, availability) when making consumer decisions.

FL.M.9	Investigate how culture, media and technology impact the family and consumer decision making by: <ul style="list-style-type: none"> explaining ways consumer buying practices are influenced by social factors, economic principles, peer pressure, desire for status and advertising techniques. exploring the impact of positive and negative effects of advertising techniques (e.g., bandwagon, facts and figures, emotional appeal, endorsement/testimonials, free samples, coupons, use of gimmicks, misleading/false information, social media).
SAVING & INVESTING	
FL.M.10	List examples of investments for current income and investments for future growth.
MONEY & THE ECONOMY	
FL.M.11	Compare the relationship between supply and demand and their role in meeting consumer needs.
INSURANCE & RISK MANAGEMENT	
FL.M.12	Research federal government depository insurance coverage and limits related to consumer bank and credit union accounts.
FL.M.13	Investigate the use of insurance to cover risk of financial loss (e.g. liability, health, auto, renter, home).

Kentucky Academic Standards – Career Studies – High School (Grades 9-12)

The career studies standards at the high school level continues to build a foundation to ensure that each and every student is empowered and equipped to pursue a successful future. This requires an understanding of essential skills necessary for success in both school and the workplace, an awareness of why people work, an exploration of career choices and the role money plays in achieving both short and long-term goals.

The career studies program at the high school level should include active, hands-on work with concrete materials, authentic tasks and appropriate technologies. Although the career studies standards are divided into three areas, each area is designed to interact with the others in an integrated fashion. Because of this integration, students are able to develop broad conceptual understandings and applicable skills in career studies. All content teachers are responsible for providing instruction in career studies.

The career studies standards are organized around three domains: Essential Skills, Careers and Financial Literacy. These domains are the conceptual organizers for career studies and are the same at each grade-band. This ensures students have multiple opportunities throughout their school career to develop skills and concepts linked to the domain. Each domain is divided into strands that represent overarching generalizations within the domain. Standards within each strand represent the desired learning outcomes at the completion of high school.

Essential Skills

Essential skills instruction at the high school level should be a natural extension the classroom culture. Students should demonstrate the work habits, study skills, communication skills and goals necessary to become successful and productively engaged learners. Opportunities should be provided for students to develop appropriate norms and expectations for collaboration and quality of academic work.

Careers

At the high school level, the goal of the careers domain is for students to use information from an Individual Learning Plan (ILP) as a guide to prepare for a career within the [16 KY Career Clusters](#). Opportunities should be provided to evaluate the cost, both monetary and time, of post-secondary and technical education. Students should evaluate the relationship of academics, personal behavior and success within their chosen career and use this knowledge as they prepare to transition to the post-secondary level.

Financial Literacy

The goal of financial literacy at the high school level is to understand the role money plays in personal financial wellbeing. Students should evaluate the financial impact of career choices, the concept of money as a financial tool, and the need for effective consumer decisions related to saving, spending, credit and debt.

ESSENTIAL SKILLS

HIGH SCHOOL - GRADES 9-12

ADAPTABILITY

ES.H.1

Use a decision-making process to develop solutions to real world problems.

ES.H.2

Model flexibility and willingness to try new things (e.g., critical thinking, problem solving).

DILIGENCE

ES.H.3

Demonstrate resilience and perseverance by showing willingness to complete a task.

ES.H.4

Outline and examine goals and priorities necessary to complete tasks.

INITIATIVE

ES.H.5

Evaluate failure as a learning opportunity.

ES.H.6

Model on-task behavior.

ES.H.7

Demonstrate and evaluate personal responsibility and pride in assigned work (e.g., asking clarifying questions, self-directed learning, self-initiated learning, quality of work).

ES.H.8

Document and reflect upon mastered skills (e.g., portfolio, resume, application packet, etc.)

KNOWLEDGE

ES.H.9

Apply important concepts in reading, writing, mathematics, science and technology to solve real-world problems.

ES.H.10

Defend important concepts in learning to an authentic audience (e.g., city council, business and community partners).

RELIABILITY

ES.H.11

Demonstrate consistent punctuality in a variety of activities.

ES.H.12

Propose appropriate attire for various situations.

ES.H.13

Practice ethical behavior (e.g., honesty, trust, compassion, acceptance) in various situations.

ES.H.14

Model self-control in all situations.

DRUG FREE

ES.H.15

Identify and explain the consequences of substance abuse.

ES.H.16

Explain the need for random drug screening.

COMMUNICATION

ES.H.17	<p>Initiate and participate effectively in a range of collaborative discussions with diverse partners, building on others' ideas and expressing their own clearly and persuasively.</p> <ol style="list-style-type: none"> Work with peers to set rules for collegial discussions and decision-making (e.g., informal consensus, taking votes on key issues, presentation of alternate views), clear goals and deadlines and individual roles as needed. Speak clearly at an understandable pace using appropriate facts and relevant, descriptive details and complete sentences when appropriate. Propel conversations by posing and responding to questions that probe reasoning and evidence; ensure a hearing for a full range of positions on a topic or issue; clarify, verify, or challenge ideas and conclusions; and promote divergent and creative perspectives. Respond thoughtfully to diverse perspectives; synthesize comments, claims, and evidence made on all sides of an issue; resolve contradictions when possible; and determine what additional information or research is required to deepen the investigation or complete the task. Present information, findings and supporting evidence, conveying a clear and distinct perspective, such that listeners can follow the line of reasoning, alternative or opposing perspectives are addressed, and the organization, development, substance, and style are appropriate to purpose, audience and a range of formal and informal tasks. Adapt speech, using both verbal and nonverbal skills, to a variety of situations, demonstrating command of formal English when appropriate.
ES.H.18	Respect individual differences and work collaboratively with people of diverse backgrounds, viewpoints and experiences.
ES.H.19	Practice effective conflict resolution strategies.

CAREERS	
HIGH SCHOOL - GRADES 9-12	
EXPLORATION	
C.H.1	Explore various post-secondary options related to chosen career cluster or pathway.
C.H.2	Develop a plan for the expense of post-secondary education, including possible sources of funding (e.g., loans, scholarships, grants, military).
PREPARATION	
C.H.3	Examine a variety of resources available in selecting and planning for various occupations in a career cluster or pathway.
C.H.4	Develop common skills, e.g., academic and technical, including extracurricular activities, community experience, volunteer work, etc., that allow for a variety of opportunities in a chosen career pathway.
C.H.5	<p>Assess and modify the educational plan to prepare for future career opportunities by:</p> <ol style="list-style-type: none"> creating and continuously updating the Individual Learning Plan. making decisions and setting goals for future plans.

	c. demonstrating appropriate job seeking skills (e.g., college applications and scholarships, completing resume, job applications, participating in mock interviews).
C.H.6	Explore opportunities to develop skills needed to obtain and retain a job/career (e.g., visiting post-secondary institutions, apprenticeships, internships).
C.H.7	Evaluate a chosen career, including educational requirements, skills necessary to perform the job, potential earnings and job outlook in a geographical area.
C.H.8	Research and predict additional requirements/training that would create opportunities of growth within the career/field.
C.H.9	Practice being a good digital citizen (e.g., intellectual property, copyright, online reputation, cyberbullying, digital footprint).
C.H.10	Assess the relationship between personal behavior and employability (e.g., academic achievement, industry certifications, extracurricular activities, community involvement, driving record, impact of online behavior).
APPLICATION	
C.H.11	Identify and follow agreed-upon work skills (e.g., attendance, respect, preparedness, quality of work, time-management) that are necessary for both the classroom and workplace.

FINANCIAL LITERACY	
HIGH SCHOOL 9-12	
CAREERS, EDUCATION & INCOME	
FL.H.1	Identify the financial impacts of a career choice. <ul style="list-style-type: none"> a. Examine the relationship between personal financial goals and career choice. b. Evaluate the correlation between education, training and potential lifetime income. c. Compare the advantages and disadvantages of being an employee versus being self-employed.
FL.H.2	Analyze how economic conditions can affect income and career opportunities (e.g. job outlook and cost of living).
FL.H.3	Evaluate the costs of funding sources for post-secondary education and training. <ul style="list-style-type: none"> a. Identify funding sources (e.g. loans, scholarships, grants, work-study, military) to assist in post-secondary education opportunities and applicable costs. b. Examine the process for and benefits of FAFSA completion.
FL.H.4	Analyze components of employment compensation: <ul style="list-style-type: none"> a. Compare compensation methods including hourly, salary and commission-based packages. b. Evaluate benefits packages and retirement plan options and how they add value to your overall compensation. c. Recognize that salaries and benefits may be negotiable.

FL.H.5	<p>Analyze the factors that determine net income.</p> <ol style="list-style-type: none"> Interpret a paycheck stub. Differentiate between gross, net, and taxable income. Define the purpose of IRS forms (e.g., W-4, I-9, W-2, and 1099).
CREDIT & DEBT	
FL.H.6	<p>Develop strategies to control and manage credit and debt.</p> <ol style="list-style-type: none"> Interpret the components of a credit report. Investigate ways that credit scores can affect a consumer's financial options. Compare the organizations providing credit counseling services. Understand the causes of and implications of bankruptcy.
FL.H.7	<p>Analyze the costs and benefits of using credit.</p> <ol style="list-style-type: none"> Discuss the purpose and role of credit and explain the value of building and maintaining a healthy credit rating, including elements of creditworthiness: character, capacity, capital, collateral and conditions. Identify the advantages and disadvantages of basic types of credit (e.g. unsecured vs. secured credit, credit cards, installment loans, revolving credit, student loans and predatory lenders). Describe the risks, responsibilities and rights associated with using credit (e.g. APR, grace period, late fees, finance charges, default rates, interest and closing costs).
DECISION MAKING & MONEY MANAGEMENT	
FL.H.8	<p>Identify why people make financial choices.</p> <ol style="list-style-type: none"> Evaluate the role of emotions, attitudes and behavior in making financial decisions. Recognize that individuals are responsible for their own financial decisions and for subsequent positive and negative consequences. Analyze the opportunity costs of short and long-term financial decisions.
SFL.H.9	<p>Apply a formal decision-making model to make financial decisions, e.g., PACED:</p> <ul style="list-style-type: none"> • Identify the Problem • List Alternatives • Explain Criteria • Evaluate • Decide
FL.H.10	<p>Identify the components of a personal budgeting process:</p> <ol style="list-style-type: none"> Align goals with desired lifestyle expectations. Develop a budget based on calculated income. Identify and prioritize fixed, variable, and periodic expenses. Emphasize the importance of proactive budget priorities (e.g., pay yourself first, emergency fund, insurance and charitable contributions). Compare tools for tracking of a budget, income and expenditures (e.g., the envelope system, paper tracking and online or software options). Emphasize the importance of comparison shopping, buying strategies, negotiation, and sales/marketing strategies in purchasing. Develop a system for maintaining personal financial documents including proper storage and disposal.

FL.H.11	Identify the major types of financial institutions and their products (e.g., CD, money market, checking/savings accounts) and services.
FL.H.12	Demonstrate how to use different payment methods including checks, debit cards and digital services.
FL.H.13	Compare various types of financial professionals (e.g., financial planners, counselors, CPAs, investment consultants and insurance agents), their credentials, their compensation methods, selection criteria and possible conflicts of interest.
SAVING & INVESTING	
FL.H.14	Examine implications of the time value of money: <ul style="list-style-type: none"> a. Examine the opportunity costs of saving vs spending. b. Analyze inflation and its effect on purchasing power. c. Calculate compound interest and explain the benefits of investing early.
FL.H.15	Evaluate investment alternatives: <ul style="list-style-type: none"> a. Differentiate between insured deposits and uninsured investments. b. Compare traditional and Roth IRAs. c. Examine various types of employer-sponsored retirement opportunities. d. Describe mutual funds, Exchange Traded Funds, stocks and bonds.
FL.H.16	Explain the components of a prudent investment strategy compatible with personal financial goals: <ul style="list-style-type: none"> • Risk vs reward • Risk tolerance • Diversification • Rebalancing
MONEY & THE ECONOMY	
FL.H.17	Interpret the role and function of money in society: <ul style="list-style-type: none"> a. Explain the functions of money: medium of exchange, unit of measure, and store of value. b. Explain how money facilitates trade, borrowing, saving, investing, and comparing the value of goods and services. c. Explain that inflation is an increase in the overall price level that reduces the value of money.
FL.H.18	Identify the role of financial intermediaries in the economy (i.e., facilitates exchange between savers and lenders).
FL.H.19	Explain how government uses taxation to generate revenue, manage the economy and discourage/encourage certain behaviors.
FL.H.20	Explain that markets determine prices and allocate scarce goods and services through the forces of supply and demand.
FL.H.21	Explain the role of the government in administering social insurance programs such as Medicare, Medicaid, Social Security (OASDI), unemployment and workers' compensation.
FL.H.22	Identify the role of regulatory agencies (e.g., Federal Reserve, FDIC/NCUA, FTC, SEC/FINRA, IRS and state regulatory agencies).

INSURANCE & RISK MANAGEMENT

FL.H.23	Identify common types of risk management strategies, including insurance, legal contracts, emergency funds and estate planning.
FL.H.24	Analyze the costs and benefits of using various insurance management strategies. a. Identify the major types of insurance: <ul style="list-style-type: none">• liability• property and casualty (auto, motorcycle, boat, jewelry, etc.)• health/dental/vision• life• homeowners/renters• disability b. Explain the tax implications of insurance.
FL.H.25	Identify strategies for protecting personal financial information and resources. a. Identify ways to avoid identity theft and fraud, such as securing sensitive financial data, using care in online activities and properly disposing of sensitive documents. b. Describe steps to recover from fraud and identity theft. c. Discuss ways to avoid financial scams such as Ponzi schemes and other illegal practices.

Career Studies Writing Committees

Creation of the career studies standards required two separate groups; one focused on Career Studies K-12 and the other focused solely on Financial Literacy at grades 9-12. Each group was comprised of both a Business and Education Advisory Panel (BE) and a Revision and Writing Committee (RWC).

Career Studies Business and Education Advisory Panel

Carrie Ballinger – Madison County
Justin Browning – Barren County
Travis Burton - Kentucky Chamber of Commerce
Kathryn Disney – Fayette County
Alexandria Halmbacher - Federal Reserve Bank of Cleveland
Annette Hines – Morehead State University
Dr. Dee Maynard – Junior Achievement
Timothy Martin – Madisonville KCTCS
Chris Nelson – AGC of Western Kentucky
Walt Wilson – Shelby County

Career Studies Revision and Writing Committee

Dr. Haridas Chandran – Pike County
Brittany Hill – Jefferson County
Matt Fisher – Jefferson County
Rebecca Ford – Pulaski County
Sheryl Hamilton – Elizabethtown Independent
Dr. Shannon Hankins – Ashland KCTCS
Nicki Jones – Harrison County ATC
Sarah List – Boone County
Christina Rodriguez – McCracken County
Emily Tubbs – Bath County

Financial Literacy Business and Education Advisory Panel

Tom Anonson – Class Act Federal Credit Union
Lisbon Hardy – WesBanco
Dana Kelly – Jefferson County
Kelly May – Kentucky Department of Financial Institutions
Cody Myers - Community Financial Services Bank
OJ Oleka – Office of Treasurer Allison Ball
Keelan Pulliam – Pulliam and Associates Consulting, LLC
Dr. Janet Ratliff – Morehead State University
David Sandlin – Walton-Verona Independent
Holly Whittinghill – Warren County

Financial Literacy Revision and Writing Committee

Veronica Carmical – Whitley County

Elise Carter – Fort Thomas Independent

Dr. Cynthia Harter – Eastern Kentucky University

Andrew Head, MAAE, CFP – Western Kentucky University

Laquita Lee – Jefferson County

Stephanie Mills – South Warren

Beth Penick - Graves County

David Sandlin – Walton-Verona Independent

DRAFT

ESSENTIAL SKILLS

PRIMARY - GRADES K-3

ADAPTABILITY

ES.P.1

Identify ways to approach and/or solve a problem.

ES.P.2

Demonstrate flexibility and willingness to try new things (e.g., changes in schedules, routines, procedures).

DILIGENCE

ES.P.3

Practice resilience and perseverance by showing willingness to complete a task.

ES.P.4

Create and complete short-term goals (e.g. SMART goals).

INITIATIVE

ES.P.5

Identify tasks that need to be completed and take action.

ES.P.6

Practice personal responsibility.

KNOWLEDGE

ES.P.7

Follow classroom norms and procedures in various activities and settings.

ES.P.8

Explain how reading, writing and mathematics skills are necessary career and life skills.

RELIABILITY

ES.P.9

Complete tasks on time.

ES.P.10

Practice ethical behavior (e.g., honesty, trust, compassion, acceptance) in various situations with guidance.

ES.P.11

Exhibit self-control with guidance.

DRUG FREE

ES.P.12

Explain how household products and medications may be harmful when used incorrectly.

COMMUNICATION

ES.P.13

Engage effectively in a range of developmentally appropriate collaborative discussions (one-on-one, in groups and teacher led).

	<ul style="list-style-type: none"> g. Follow agreed-upon rules for discussions (e.g., listening to others, speaking one at a time). h. Speak clearly at an understandable pace using appropriate facts and relevant, descriptive details and complete sentences when appropriate. i. Ask and answer questions about what a speaker says in order to clarify comprehension, gather additional information or deepen understanding of a topic or issue. j. Explain ideas and understanding in light of the discussion. k. Stay on topic and link comments to the remarks of others when responding to others' ideas. l. Adapt speech, using both verbal and nonverbal skills, to a variety of situations using formal English when appropriate.
ES.P.14	Recognize that differences exist in individuals, families and communities.
ES.P.15	Identify appropriate strategies to resolve conflicts with guidance.

ESSENTIAL SKILLS	
INTERMEDIATE - GRADES 4-5	
ADAPTABILITY	
ES.I.1	Identify ways to approach and/or solve a problem.
ES.I.2	Demonstrate flexibility and willingness to try new things (e.g., critical thinking, problem solving).
DILIGENCE	
ES.I.3	Demonstrate resilience and perseverance by showing willingness to complete a task.
ES.I.4	Create and prioritize short term goals.
INITIATIVE	
ES.I.5	Practice on-task behaviors with minimal direction.
ES.I.6	Use failure as a learning opportunity.
ES.I.7	Practice personal responsibility.
KNOWLEDGE	
ES.I.8	Follow classroom procedures, activities, and behavior in various settings.
ES.I.9	Apply reading, writing and mathematics skills to authentic, real-world tasks.
RELIABILITY	
ES.I.10	Complete tasks on time.

ES.I.11	Practice ethical behavior (e.g., honesty, trust, compassion, acceptance) in various situations with minimal guidance.
ES.I.12	Exhibit self-control with minimal guidance.
DRUG FREE	
ES.I.13	Describe the risk associated with the inappropriate use of household products, medications and alcohol.
COMMUNICATION	
ES.I.14	<p>Engage effectively in a range of developmentally appropriate collaborative discussions (one-on-one, in groups and teacher led).</p> <ol style="list-style-type: none"> Follow agreed-upon rules for discussions (e.g. practice active listening and taking turns speaking). Speak clearly at an understandable pace using appropriate facts and relevant, descriptive details and complete sentences when appropriate. Pose and respond to specific questions to clarify or follow up on information and make comments that contribute to the discussion and link to the remarks of others. Use the reasons and evidence a speaker provides to refine ideas when responding to others' ideas. Adapt speech, using both verbal and nonverbal skills, to a variety of situations using formal English when appropriate.
ES.I.15	Recognize that differences exist in individuals, families, communities, cultures and varying points of view.
ES.I.16	Identify appropriate strategies to resolve conflicts with guidance.

ESSENTIAL SKILLS	
MIDDLE SCHOOL - GRADES 6-8	
ADAPTABILITY	
ES.M.1	Practice problem solving skills in a variety of situations to apply to real-world problems.
ES.M.2	Model flexibility and willingness to try new things (e.g., critical thinking, problem solving).
DILIGENCE	
ES.M.3	Demonstrate resilience and perseverance by showing willingness to complete a task.
ES.M.4	Outline goals (short and long term) and prioritize as necessary to complete task.
INITIATIVE	
ES.M.5	Apply failure as a learning opportunity.

ES.M.6	Practice on-task behaviors with minimal direction.
ES.M.7	Practice, apply and evaluate personal responsibility and pride in assigned work (e.g., asking clarifying questions, self-directed learning, self-initiated learning).
KNOWLEDGE	
ES.M.8	Apply reading, writing, mathematics, science and technology skills to authentic, real-world tasks.
ES.M.9	Apply and explain important concepts in learning to an authentic audience.
RELIABILITY	
ES.M.10	Demonstrate consistent punctuality in a variety of activities with minimal guidance.
ES.M.11	Describe appropriate attire for various situations.
ES.M.12	Practice ethical behavior (e.g., honesty, trust, compassion, acceptance) in various situations.
ES.M.13	Exhibit self-control.
DRUG FREE	
ES.M.14	Identify and explain the consequences of substance abuse.
ES.M.15	Explain the need for random drug screening.
COMMUNICATION	
ES.M.16	<p>Engage effectively in a range of age appropriate collaborative discussions (one-on-one, in groups and teacher led).</p> <ul style="list-style-type: none"> a. Work with peers to create rules for collegial discussions and decision making (e.g., informal consensus, taking votes on key issues, presentation of alternate views). b. Speak clearly at an understandable pace using appropriate facts and relevant, descriptive details and complete sentences when appropriate. c. Pose and respond to questions that connect the ideas of others' and comment with relevant evidence, observations and ideas. d. Acknowledge new information expressed by others, and, when warranted, qualify or justify their own views in light of the evidence presented. e. Present claims and findings, sequencing ideas logically and using pertinent descriptions, facts and details to accentuate main ideas or themes; using appropriate eye contact, adequate volume and clear pronunciation. f. Adapt speech, using both verbal and nonverbal skills, to a variety of situations, demonstrating command of formal English when appropriate.
ES.M.17	Respect individual differences and work collaboratively with people of diverse backgrounds, viewpoints and experiences.
ES.M.18	Practice effective conflict resolution strategies with minimal guidance.

ESSENTIAL SKILLS

HIGH SCHOOL - GRADES 9-12

ADAPTABILITY

ES.H.1

Use a decision-making process to develop solutions to real world problems.

ES.H.2

Model flexibility and willingness to try new things (e.g., critical thinking, problem solving).

DILIGENCE

ES.H.3

Demonstrate resilience and perseverance by showing willingness to complete a task.

ES.H.4

Outline and examine goals and priorities necessary to complete tasks.

INITIATIVE

ES.H.5

Evaluate failure as a learning opportunity.

ES.H.6

Model on-task behavior.

ES.H.7

Demonstrate and evaluate personal responsibility and pride in assigned work (e.g., asking clarifying questions, self-directed learning, self-initiated learning, quality of work).

ES.H.8

Document and reflect upon mastered skills (e.g., portfolio, resume, application packet, etc.)

KNOWLEDGE

ES.H.9

Apply important concepts in reading, writing, mathematics, science and technology to solve real-world problems.

ES.H.10

Defend important concepts in learning to an authentic audience (e.g., city council, business and community partners).

RELIABILITY

ES.H.11

Demonstrate consistent punctuality in a variety of activities.

ES.H.12

Propose appropriate attire for various situations.

ES.H.13

Practice ethical behavior (e.g., honesty, trust, compassion, acceptance) in various situations.

ES.H.14

Model self-control in all situations.

DRUG FREE

ES.H.15

Identify and explain the consequences of substance abuse.

ES.H.16

Explain the need for random drug screening.

COMMUNICATION

ES.H.17	<p>Initiate and participate effectively in a range of collaborative discussions with diverse partners, building on others' ideas and expressing their own clearly and persuasively.</p> <ol style="list-style-type: none"> a. Work with peers to set rules for collegial discussions and decision-making (e.g., informal consensus, taking votes on key issues, presentation of alternate views), clear goals and deadlines and individual roles as needed. b. Speak clearly at an understandable pace using appropriate facts and relevant, descriptive details and complete sentences when appropriate. c. Propel conversations by posing and responding to questions that probe reasoning and evidence; ensure a hearing for a full range of positions on a topic or issue; clarify, verify, or challenge ideas and conclusions; and promote divergent and creative perspectives. d. Respond thoughtfully to diverse perspectives; synthesize comments, claims, and evidence made on all sides of an issue; resolve contradictions when possible; and determine what additional information or research is required to deepen the investigation or complete the task. e. Present information, findings and supporting evidence, conveying a clear and distinct perspective, such that listeners can follow the line of reasoning, alternative or opposing perspectives are addressed, and the organization, development, substance, and style are appropriate to purpose, audience and a range of formal and informal tasks. f. Adapt speech, using both verbal and nonverbal skills, to a variety of situations, demonstrating command of formal English when appropriate.
ES.H.18	Respect individual differences and work collaboratively with people of diverse backgrounds, viewpoints and experiences.
ES.H.19	Practice effective conflict resolution strategies.

CAREERS	
PRIMARY - GRADES K-3	
EXPLORATION	
C.P.1	Identify the reasons why people need to work (e.g., chores, jobs, employment) to meet basic needs and personal goals (e.g., food, clothing, shelter).
C.P.2	Describe and expose students to different job opportunities that are available in the community (e.g., career day, field trips, virtual field trips, guest speakers).
C.P.3	Explain how interests, values and abilities influence career choices.
PREPARATION	
C.P.4	Explain how academic content students learn in school (e.g., mathematics, reading/writing, science, social studies) impacts future jobs/careers.
C.P.5	Learn and practice responsible digital citizenship.
APPLICATION	
C.P.6	Identify and follow agreed-upon work skills (e.g., attendance, respect, preparedness, quality of work, time-management) that are necessary for both the classroom and workplace.

CAREERS	
INTERMEDIATE - GRADES 4-5	
EXPLORATION	
C.I.1	Explain why people need to work (e.g., earn money, contribute to society, develop identity as a worker, enhance self-esteem to meet basic needs (food, clothing, shelter) and for personal satisfaction and enjoyment).
C.I.2	Describe jobs done by employees and other individuals in the community, state and world.
C.I.3	Identify and describe jobs within the 16 KY Career Clusters (e.g., Information Technology, Manufacturing, Health Science and Transportation, Distribution and Logistics).
C.I.4	Describe the impact of individual interests, values and abilities on career choices.
PREPARATION	
C.I.5	Explain how academic content learned in school (e.g., mathematics, reading/writing, science, social studies) impacts future jobs/careers.
C.I.6	Use various sources of career information (e.g., Career Day, guest speaker, field trips, virtual field trips, career fairs, career websites) to evaluate jobs/careers that reflect individual interests/needs.
C.I.7	Learn, understand and apply responsible digital citizenship practices (e.g., privacy, communication, safe web exploration, online searching).

APPLICATION	
C.I.8	Identify and follow agreed-upon collaborative skills (e.g., attendance, respect, preparedness, quality of work, time-management) that are necessary for both the classroom and workplace.

CAREERS	
MIDDLE SCHOOL - GRADES 6-8	
EXPLORATION	
C.M.1	Explain how career choices impact lifestyle.
C.M.2	Explore the cost (monetary and time) of post-secondary and technical education, including possible sources of funding.
C.M.3	Explain how roles in the workplace and community are constantly changing (e.g., librarian to media specialist, remote employment opportunities) due to supply and demand and technological impacts on industry.
C.M.4	Identify resources (technology, counselors, shadowing, mentoring, career fairs, class speakers) that can be used for locating job and career information.
C.M.5	Use information from personal inventory surveys to explore and evaluate jobs within the 16 KY Career Clusters to guide educational pathway choices at the secondary level.
PREPARATION	
C.M.6	Explain how skills (both academic and technical) necessary for a variety of career pathways may be gained through extracurricular activities, community experience, volunteer work, etc.
C.M.7	Use various sources of career information (e.g., Career Day, guest speaker, field trips, virtual field trips, career fairs, career websites) to evaluate jobs/careers that reflect individual interests/needs.
C.M.8	Create and maintain an Individual Learning Plan (ILP) as a tool to explore self-knowledge and academic aptitude by relating interests, values and abilities to career choices.
C.M.9	Identify high school and career/technical center courses and programs that support career or occupational areas of interest.
C.M.10	Apply responsible digital citizenship practices (e.g., intellectual property, copyright, online reputation, cyberbullying, digital footprint).
C.M.11	Explain the relationship between personal behavior and employability (e.g., academic achievement, extracurricular activities, community involvement, impact of online behavior, digital citizenship).
APPLICATION	
C.M.12	Identify and follow agreed-upon work skills (e.g., attendance, respect, preparedness, quality of work, time-management) that are necessary for both the classroom and workplace.

CAREERS

HIGH SCHOOL - GRADES 9-12

EXPLORATION

C.H.1 Explore various post-secondary options related to chosen career cluster or pathway.

C.H.2 Develop a plan for the expense of post-secondary education, including possible sources of funding (e.g., loans, scholarships, grants, military).

PREPARATION

C.H.3 Examine a variety of resources available in selecting and planning for various occupations in a career cluster or pathway.

C.H.4 Develop common skills, e.g., academic and technical, including extracurricular activities, community experience, volunteer work, etc., that allow for a variety of opportunities in a chosen career pathway.

C.H.5 Assess and modify the educational plan to prepare for future career opportunities by:

- a. creating and continuously updating the Individual Learning Plan.
- b. making decisions and setting goals for future plans.
- c. demonstrating appropriate job seeking skills (e.g., college applications and scholarships, completing resume, job applications, participating in mock interviews).

C.H.6 Explore opportunities to develop skills needed to obtain and retain a job/career (e.g., visiting post-secondary institutions, apprenticeships, internships).

C.H.7 Evaluate a chosen career, including educational requirements, skills necessary to perform the job, potential earnings and job outlook in a geographical area.

C.H.8 Research and predict additional requirements/training that would create opportunities of growth within the career/field.

C.H.9 Practice being a good digital citizen (e.g., intellectual property, copyright, online reputation, cyberbullying, digital footprint).

C.H.10 Assess the relationship between personal behavior and employability (e.g., academic achievement, industry certifications, extracurricular activities, community involvement, driving record, impact of online behavior).

APPLICATION

C.H.11 Identify and follow agreed-upon work skills (e.g., attendance, respect, preparedness, quality of work, time-management) that are necessary for both the classroom and workplace.

FINANCIAL LITERACY

PRIMARY - GRADES K-3

CAREERS, EDUCATION & INCOME

F.P.1 Recognize that people need to work to meet basic needs.

CREDIT & DEBT

F.P.2 Explain the difference between buying and borrowing.

DECISION MAKING & MONEY MANAGEMENT

F.P.3 Identify the difference between wants (e.g., skateboard, video games) and needs (e.g., food, clothing and shelter) and the relationship to consumer decisions.

F.P.4 Identify why people make financial choices.

F.P.5 Explain how planning helps people make choices about how to use their money.

F.P.6 Describe how financial decisions impact the achievement of short and long-term goals.

SAVING & INVESTING

F.P.7 Investigate different ways to save money (e.g., piggy bank, local bank, credit union).

MONEY & THE ECONOMY

F.P.8 Identify things people buy (e.g., goods, services (i.e., tasks performed by others), leisure activities, etc.)

F.P.9 Explore ways people pay for goods or services.

INSURANCE & RISK MANAGEMENT

F.P.10 Identify ways to keep possessions, including money, safely at home and other places.

F.P.11 Explain the reasons for not sharing personal information with strangers.

FINANCIAL LITERACY

INTERMEDIATE - GRADES 4-5

CAREERS, EDUCATION & INCOME

FL.I.1 Compare the financial impacts of a career choice, (e.g., financial goals, desired lifestyles, values)

FL.I.2 Identify ways people earn income (e.g., wages, salaries, tips).

CREDIT & DEBT	
FL.I.3	Explain how credit is used a basic financial tool.
FL.I.4	Explain how borrowing money (credit) is more expensive than paying cash (e.g., interest, fees).
DECISION MAKING & MONEY MANAGEMENT	
FL.I.5	Identify factors and experiences such as role models and peer pressure, that affect spending patterns.
FL.I.6	Develop a basic budget which includes income, expenses and savings for a specific purpose.
FL.I.7	Explain how financial management is needed to meet the goals of individuals and families by: <ul style="list-style-type: none"> describing various types of expenses (e.g., food, clothing, entertainment) and savings (e.g., piggy bank, bank account). investigating goals related to money that might affect individuals and families and their values.
SAVING & INVESTING	
FL.I.8	Explain how investing puts money to work to earn more money for the future.
FL.I.9	Describe reasons (i.e., financial goals) people invest for the future.
MONEY & THE ECONOMY	
FL.I.10	Compare different payment methods (e.g., writing a check, using a debit or credit card, paying online or with a mobile device).
FL.I.12	Describe various services (e.g., deposits, check cashing) provided by financial institutions (e.g. banks, credit unions).
FL.I.13	Explain that people are required to pay taxes for which they receive government services.
INSURANCE & RISK MANAGEMENT	
FL.I.14	Identify the purpose of insurance and give examples of financial risks that are covered by insurance.
FL.I.15	List types of personal information that should not be disclosed to others in person or online.

FINANCIAL LITERACY	
MIDDLE SCHOOL - GRADES 6-8	
CAREERS, EDUCATION & INCOME	
FL.M.1	Develop and manage financial goals for the future based on one's career choice and lifestyle expectations to meet the needs of individuals and families.

FL.M.2	Explain how income can be earned (e.g., wages, commission) or unearned (e.g., interest, capital gains).
FL.M.3	Explain net income (i.e., wages and salaries minus payroll deductions equal net income or take-home pay).
CREDIT & DEBT	
FL.M.4	Compare a variety of credit sources from which consumers can choose to borrow.
FL.M.5	Compare the costs and benefits of buying on credit that are key to making a good borrowing decision.
DECISION MAKING & MONEY MANAGEMENT	
FL.M.6	Evaluate financial management resources and how they are needed to meet the goals of individuals and families by: <ul style="list-style-type: none"> • prioritizing financial goals. • creating a budget including income, expenses (fixed/flexible), and savings. • developing and explaining a savings plan and budget based on specific short and long-term financial goals
FL.M.7	Apply decision making strategies when buying products.
FL.M.8	Compare and evaluate products and services based on major factors (e.g., brand name, price, quality feature, availability) when making consumer decisions.
FL.M.9	Investigate how culture, media and technology impact the family and consumer decision making by: <ul style="list-style-type: none"> • explaining ways consumer buying practices are influenced by social factors, economic principles, peer pressure, desire for status and advertising techniques. • exploring the impact of positive and negative effects of advertising techniques (e.g., bandwagon, facts and figures, emotional appeal, endorsement/testimonials, free samples, coupons, use of gimmicks, misleading/false information, social media).
SAVING & INVESTING	
FL.M.10	List examples of investments for current income and investments for future growth.
MONEY & THE ECONOMY	
FL.M.11	Compare the relationship between supply and demand and their role in meeting consumer needs.
INSURANCE & RISK MANAGEMENT	
FL.M.12	Research federal government depository insurance coverage and limits related to consumer bank and credit union accounts.
FL.M.13	Investigate the use of insurance to cover risk of financial loss (e.g. liability, health, auto, renter, home).

FINANCIAL LITERACY

HIGH SCHOOL 9-12

CAREERS, EDUCATION & INCOME

FL.H.1	Identify the financial impacts of a career choice. <ul style="list-style-type: none">d. Examine the relationship between personal financial goals and career choice.e. Evaluate the correlation between education, training and potential lifetime income.f. Compare the advantages and disadvantages of being an employee versus being self-employed.
FL.H.2	Analyze how economic conditions can affect income and career opportunities (e.g. job outlook and cost of living).
FL.H.3	Evaluate the costs of funding sources for post-secondary education and training. <ul style="list-style-type: none">c. Identify funding sources (e.g. loans, scholarships, grants, work-study, military) to assist in post-secondary education opportunities and applicable costs.d. Examine the process for and benefits of FAFSA completion.
FL.H.4	Analyze components of employment compensation: <ul style="list-style-type: none">d. Compare compensation methods including hourly, salary and commission-based packages.e. Evaluate benefits packages and retirement plan options and how they add value to your overall compensation.f. Recognize that salaries and benefits may be negotiable.
FL.H.5	Analyze the factors that determine net income. <ul style="list-style-type: none">d. Interpret a paycheck stub.e. Differentiate between gross, net, and taxable income.f. Define the purpose of IRS forms (e.g., W-4, I-9, W-2, and 1099).

CREDIT & DEBT

FL.H.6	Develop strategies to control and manage credit and debt. <ul style="list-style-type: none">e. Interpret the components of a credit report.f. Investigate ways that credit scores can affect a consumer's financial options.g. Compare the organizations providing credit counseling services.h. Understand the causes of and implications of bankruptcy.
FL.H.7	Analyze the costs and benefits of using credit. <ul style="list-style-type: none">d. Discuss the purpose and role of credit and explain the value of building and maintaining a healthy credit rating, including elements of creditworthiness: character, capacity, capital, collateral and conditions.e. Identify the advantages and disadvantages of basic types of credit (e.g. unsecured vs. secured credit, credit cards, installment loans, revolving credit, student loans and predatory lenders).f. Describe the risks, responsibilities and rights associated with using credit (e.g. APR, grace period, late fees, finance charges, default rates, interest and closing costs).

DECISION MAKING & MONEY MANAGEMENT	
FL.H.8	<p>Identify why people make financial choices.</p> <ul style="list-style-type: none"> d. Evaluate the role of emotions, attitudes and behavior in making financial decisions. e. Recognize that individuals are responsible for their own financial decisions and for subsequent positive and negative consequences. f. Analyze the opportunity costs of short and long-term financial decisions.
FL.H.9	<p>Apply a formal decision-making model to make financial decisions, e.g., PACED:</p> <ul style="list-style-type: none"> • Identify the Problem • List Alternatives • Explain Criteria • Evaluate • Decide
FL.H.10	<p>Identify the components of a personal budgeting process:</p> <ul style="list-style-type: none"> h. Align goals with desired lifestyle expectations. i. Develop a budget based on calculated income. j. Identify and prioritize fixed, variable, and periodic expenses. k. Emphasize the importance of proactive budget priorities (e.g., pay yourself first, emergency fund, insurance and charitable contributions). l. Compare tools for tracking of a budget, income and expenditures (e.g., the envelope system, paper tracking and online or software options). m. Emphasize the importance of comparison shopping, buying strategies, negotiation, and sales/marketing strategies in purchasing. n. Develop a system for maintaining personal financial documents including proper storage and disposal.
FL.H.11	<p>Identify the major types of financial institutions and their products (e.g., CD, money market, checking/savings accounts) and services.</p>
FL.H.12	<p>Demonstrate how to use different payment methods including checks, debit cards and digital services.</p>
FL.H.13	<p>Compare various types of financial professionals (e.g., financial planners, counselors, CPAs, investment consultants and insurance agents), their credentials, their compensation methods, selection criteria and possible conflicts of interest.</p>
SAVING & INVESTING	
FL.H.14	<p>Examine implications of the time value of money:</p> <ul style="list-style-type: none"> d. Examine the opportunity costs of saving vs spending. e. Analyze inflation and its effect on purchasing power. f. Calculate compound interest and explain the benefits of investing early.
FL.H.15	<p>Evaluate investment alternatives:</p> <ul style="list-style-type: none"> e. Differentiate between insured deposits and uninsured investments. f. Compare traditional and Roth IRAs. g. Examine various types of employer-sponsored retirement opportunities. h. Describe mutual funds, Exchange Traded Funds, stocks and bonds.
FL.H.16	<p>Explain the components of a prudent investment strategy compatible with personal financial goals:</p> <ul style="list-style-type: none"> • Risk vs reward

	<ul style="list-style-type: none"> • Risk tolerance • Diversification • Rebalancing
MONEY & THE ECONOMY	
FL.H.17	<p>Interpret the role and function of money in society:</p> <ul style="list-style-type: none"> d. Explain the functions of money: medium of exchange, unit of measure, and store of value. e. Explain how money facilitates trade, borrowing, saving, investing, and comparing the value of goods and services. f. Explain that inflation is an increase in the overall price level that reduces the value of money.
FL.H.18	Identify the role of financial intermediaries in the economy (i.e., facilitates exchange between savers and lenders).
FL.H.19	Explain how government uses taxation to generate revenue, manage the economy and discourage/encourage certain behaviors.
FL.H.20	Explain that markets determine prices and allocate scarce goods and services through the forces of supply and demand.
FL.H.21	Explain the role of the government in administering social insurance programs such as Medicare, Medicaid, Social Security (OASDI), unemployment and workers' compensation.
FL.H.22	Identify the role of regulatory agencies (e.g., Federal Reserve, FDIC/NCUA, FTC, SEC/FINRA, IRS and state regulatory agencies).
INSURANCE & RISK MANAGEMENT	
FL.H.23	Identify common types of risk management strategies, including insurance, legal contracts, emergency funds and estate planning.
FL.H.24	<p>Analyze the costs and benefits of using various insurance management strategies.</p> <ul style="list-style-type: none"> c. Identify the major types of insurance: <ul style="list-style-type: none"> • liability • property and casualty (auto, motorcycle, boat, jewelry, etc.) • health/dental/vision • life • homeowners/renters • disability d. Explain the tax implications of insurance.
FL.H.25	<p>Identify strategies for protecting personal financial information and resources.</p> <ul style="list-style-type: none"> d. Identify ways to avoid identity theft and fraud, such as securing sensitive financial data, using care in online activities and properly disposing of sensitive documents. e. Describe steps to recover from fraud and identity theft. f. Discuss ways to avoid financial scams such as Ponzi schemes and other illegal practices.