

## **The MCDP Toolkit:** Preparing the Youth for a Productive, Resilient, and Career-Ready Future

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### SOUTHEAST ASIAN MINISTERS OF EDUCATION ORGANIZATION **REGIONAL CENTER FOR EDUCATIONAL INNOVATION & TECHNOLOGY**





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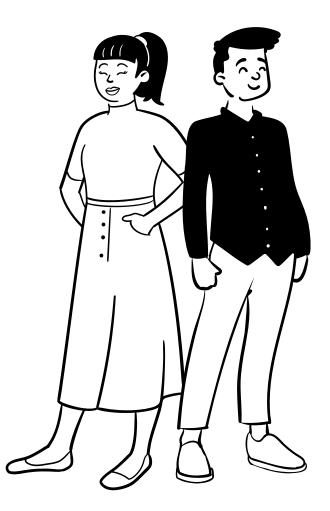
## OUTLINE

### Part 1: Preparing Filipino Youth for a Career- Ready Future: A Journey of the Multiple Career Development Pathways (MCDP) Toolkit

- Rationale and Overview
- Research and Development Process
- Toolkit Key Features and Components
- Sample Activity Guides and Tools

### Part 2: Taking the MCDP Toolkit to Greater Heights

- Explainer Video on the Use of the MCDP Toolkit
- Explainer Video on Senior High School (SHS) Tracks and Strands
- Adaptation of the MCDP Toolkit in Lao Ministry of Education and Sports (MOES)



## Part 1

Preparing Filipino Youth for a Career-Ready Future: A Journey of the Multiple Career Development Pathways (MCDP) Toolkit





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- SEAMEO INNOTECH's Technical Support to DepEd's K to 12 Basic Education Program
  - Senior High School Program
  - Career Guidance Advocacy
  - **Challenge**: There are not enough guidance counselors in public secondary schools.

**Knowledge Product**: A CGP Toolkit to aid classroom teachers **as career advocates &** to guide students in making **sound and informed career choices.** 

### **OVERVIEW**

## THE MCDP TOOLKIT



**WHY?** To provide teachers and career advocates with basic tools and techniques in conducting career coaching activities for Grade 10 students.

WHAT? Consists of career planning activities and assessment tools to help **learners determine various** career options available and identify possible pathways to reach their life goals.

**WHO?** Designed for teachers, career guidance advocates and learners; also accessible for school heads and parents.

### RESEARCH AND DEVELOPMENT (2016 TO 2017)

Partnered with DepEd's CGP Team formerly under the Youth Formation Division

Consultation with Technical experts, e.g., UST, DLSU, and PGCA

Focus Group Discussions with San Pedro Relocation Center National High School: Teachers, Learners, Parents, School Head

Drafting of tools, materials, session guides

Experts and TWG's Review of the Toolkit

**Pilot-Test and Finalization** 

01

05

02

04

03



- Career guidance task is an additional load.
- Teachers should be equipped before undertaking this crucial task and should find time to conduct the sessions.
- Teachers need a simple and easy to use resource material on career guidance.
- Schools should provide required materials for CGP sessions and activities.
- In PHL setting, family is one of the major deciding factors in choosing a career.
- Using a career portfolio will help students in making good career decisions.

## **PILOT-TEST KEY FINDINGS**

- Pilot schools: San Pedro Relocation Center National High School and Raja Soliman Science and Technology HS
- Survey of 27 teachers and 993 learners
- **FGD** with 26 teachers, 13 learners, 11 parents, 2 School Heads
- **Key finding**: MCDP Toolkit is a valuable tool for career decision making for Grade 10 students
- Majority of teachers and students strongly agreed/agreed on the effectiveness of the MCDP Toolkit



### Clarity of Instructions



Appropriateness to Career Planning



Ease of use and reproduction



Organization/ Structure



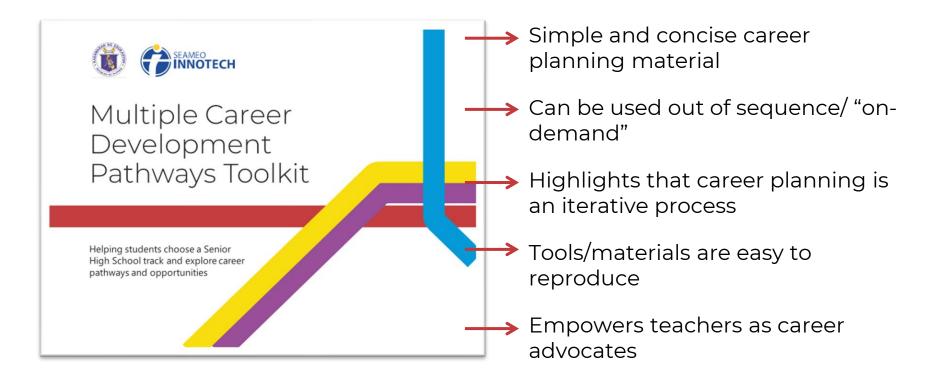
Usefulness in choosing SHS track and strand



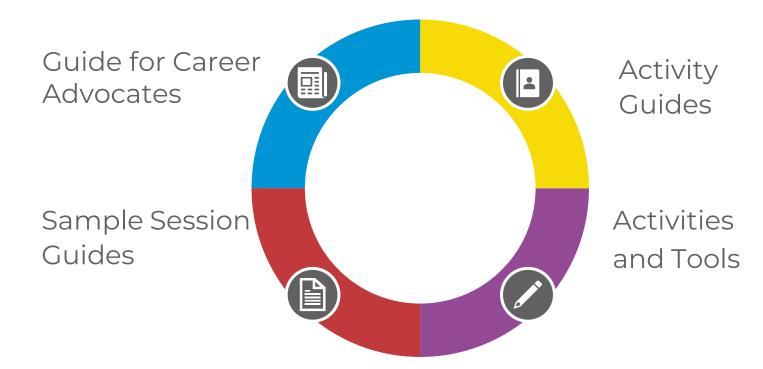
**Recommendation**:

MCDP Toolkit can be used as a supplemental resource material for Grade 10 career guidance program

# **5** KEY FEATURES OF THE MCDP TOOLKIT



## **4 MCDP TOOLKIT COMPONENTS**



### COMPONENT 1: GUIDE FOR CAREER ADVOCATES



Career Development Pathways Outcomes		TOOLS											
		2	3	4	5	6	7	8	9	10	11	12	13
<ol> <li>Demonstrate an awareness of career planning and career pathways</li> </ol>	æ	Ħ								Ħ			
2. Describe how personal skills and interests may lead to future career choices or employment opportunities		×		Ħ	ж					ж			
<ol> <li>Describe the relationship between personal work attitudes and responsible performance in the workplace</li> </ol>		×	ж	Ħ	ж	ж							
<ol> <li>Identify the prospective field of study (SHS Track) and career opportunities in areas of personal skills and interests</li> </ol>				Ħ	ж	ж	ж			ж		ж	
5. Develop an individual educational and career plan of action to achieve personal and career goals							×		Ħ	Ħ	¥	Ħ	¥
6. Analyze labor market information and educational/training opportunities in a variety of career and educational fields						ж	ж	Ħ	Ħ				
7. Use labor market and educational/ training program information to develop and implement a career decision							ж	ж	Ħ				
8. Use an education and/or career plan of action to implement education and personal career goals						ж	ж		ж	Ħ		Ħ	¥

### **COMPONENT 2:** ACTIVITIES **AND TOOLS**



### Toolkit Summary Guide



#### INTRODUCTION: Starting a Career Planning Journey (1-2 sessions)

Students talk about the life they aspire to live in the future. They will discuss career exploration and future career pathways.

TOOL01 The Life I Want to Live as an Adult

#### ACTIVITY 01: Enhancing Self-Awareness (2-3 sessions)

To help build career aspirations, students will work on a process of rediscovering their interests, and reexamining their acquired skills and competencies.

TOOL02 Self-Assessment of Interests and Talents TOOL03 Personal Work Values and Competencies



#### ACTIVITY 02: Exploring Career Pathways (2-3 sessions)

After rediscovering their interests and talents, students will link them with possible career options. Students will conduct a self-assessment to determine whether their interests and skills match their preferred career pathway.

TOOL05 SHS Career Interest Clusters The Career Wheel

#### ACTIVITY 03: Goal-Setting and Grounding (2-3 sessions)

To refine their career decisions, students will explore and consider factors that may affect their career options, like talents, family support and decision, financial capability, and job market demands.

TOOL06 My Family and My Career Choices



TOOL08 Career Sector Exploration Sheet TOOL09 Career Pathways Action Plan

#### ACTIVITY 04: Connecting the Dots Between Education and Career Pathways (2-3 sessions)

To be prepared to make career choices, students will consolidate information gathered about themselves, including the possible career pathways they plan to pursue. Students are expected to identify at least three SHS track options. This stage marks the beginning rather than the end of the career journey of the students.

TOOL10 Career Pathways Portfolio TOOL11 Career Study Planner



TOOL12 Summary of My Career Pathways Multiple Career Development Pathways Map

NOTE: One session may run for one hour; several of the Tools in this Toolkit were adapted from existing career guidance worksheets or activities.

### COMPARATIVE CGP ACTIVITIES BY PILOT SCHOOL (SPRCNHS)

Grade 10 CGP Manual (DepEd Order 41, s. 2015)	MCDP Toolkit	Integration of MCDP Toolkit and DepEd CGP
Module 1: Embarking on a Journey of Self-Awareness	Introduction: Starting a Career Planning Journey	Session 1: Self-Portrait Bag Session 2: Peer Sharing
Activity: Discovery of learners'	Tool 1: The Life I want to live as an Adult	
values, skills, and interests	Activity 1: Enhancing Self-Awareness	
Materials: Self-Portrait Bags, Dream Collage, Journal Entry #1	Tool 2: Self-Assessment of Interests and Talents	
	Tool 3: Personal Work Values and Competencies	
	Tool 4: Rate your Skills	
Module 2: Examining the Destinations	Activity 2: Exploring Career Pathways	Session 3: Discussion of TVL and Academic Tracks and Strands
Session 1: Examining the Destinations	Career Wheel	Session 4: Discussion of Arts and Design and Sports Tracks
Activities: Mystery Box, Introduction to SHS, Academic and TVL Track Lecture		Session 5: Color your Interest and Career Wheel
Materials: Student Worksheet on Color your Interests, Journal # 2		

### COMPARATIVE CGP ACTIVITIES BY PILOT SCHOOL (SPRCNHS)

Grade 10 CGP Manual (DepEd Order 41, s. 2015)	MCDP Toolkit	Integration of MCDP Toolkit and DepEd CGP				
Session 2: Examining the	Activity 3: Goal Setting and Grounding	Session 6: My Family and My Career				
Destinations	Tool 6: My Family and My Career Choices	Choices				
Activities: <i>K to 12 Ready Ka Na Ba?,</i> Arts and Design Track, Sports Track, Group Charades	Tool7: Personal Career Exploration Mapping Tool					
Materials: Worksheet on My First	Tool 8: Career Sector exploration Sheet					
resume, Journal Entry # 3	Tool 9: Career Pathways Action Plan					
Module 3: Charting you Own Course	Activity 4: Connecting the Dots Between Education and Career Pathways	Session 7: Filling out of Sample Early Registration Form				
Activities We can be anything,	Tool 10: Career Pathways Portfolio					
Plan A "Vacation", Plan A "Vocation"	Tool 11: Career Study Planner	Session 8: Developing a Career Pathways Portfolio and Career Study				
Materials: Leaners' Career Guidance	Tool 12: Summary of my Career Pathways	Planner				
Advocacy Program (CGAP) Journal	Tool 13: Multiple Career Development Pathways Map					

## SAMPLE ACTIVITIES AND TOOLS

EXPLORING CAREER PATHWAYS

TOOL 05

### SHS CAREER INTEREST CLUSTERS

#### Directions

A career cluster is a group of jobs that reauire similar skills or share common characteristics. Choose a career cluster that interest you most by shading the ) beside the statements that heart ( apply to you. Then add up the number of shaded hearts in each group.

#### **Reflection Guide**

- 1. Does this activity help me in planning my future career?
- 2. What other information do I need to help me make a career decision?
- 3. What is the importance of crafting a learning plan that suits my career preferences?

#### **CLUSTER A**

#### I LIKE TO

picture things in my mind work with my hands perform play a musical instrument do arts and crafts record audio and video design displays decorate places do creative projects

#### I AM

good with my hands creative attentive to details versatile a good planner patient and persistent

#### LAM INTERESTED IN

art/graphic design music speech and drama audio/video technology culture and arts

#### NUMBER OF SHADED HEARTS

#### CLUSTER B

#### I LIKE TO

do outdoor physical activities be an athlete someday engage in sports activities coach in sports activities read sports magazines watch sports events represent the country in any sports competition do strenuous physical activities organize sports clinics

#### I AM

physically active inclined to sports persistent and dedicated
 competitive truthful attentive

#### IAM INTERESTED IN

- sports activities coaching tasks athletics
- $\mathfrak{O}$ physical activities outdoor events

NUMBER OF SHADED HEARTS

#### CLUSTER C

#### I LIKE TO cook and do kitchen activities make handicrafts work with my hands use and repair tools and machines plan and breed animals entertain guests and visitors do manual tasks and activities assemble things

produce hands-on results

#### I AM

practical dependable street smart tech savvv entrepreneurial mechanical

#### IAM INTERESTED IN

Technical Skills Civil Technology Drafting Computer Hardware Servicina Culinary Arts and Food and Beverage Services

NUMBER OF SHADED HEARTS

#### CLUSTER D

#### I LIKE TO work with numbers and details use facts to make predictions analyze financial information handle money keep accurate records browse new products in stores follow trends communicateideas persuade people

#### I AM

logical entrepreneurial precise inquisitive detail-oriented self-confident

#### IAM INTERESTED IN

Mathematics Economics

NUMBER OF

Accounting Banking and Finance Business and Marketing

### SHADED HEARTS

observe details conduct scientific research solve mathematical problems I AM

CLUSTER E

interpret formulas

find the answersto

work in a laboratory

figure out how things

explore new technology

questions

experiment

work

I LIKE TO

#### inquisitive objective precise practical

#### a problem solver an innovator

LAM INTERESTED IN Mathematics Science Engineering

#### Technology Education Computer Application

NUMBER OF SHADED HEARTS

#### NUMBER OF SHADED HEARTS

elderly help people make decisions learn about other cultures make friends with people of different ages, cultures, and backgrounds debate and win arguments observe people's behavior take charge in dangerous situations civic minded

CLUSTER F

help people solve their

volunteer to help others

work with children and

I LIKE TO

problems

#### I AM

a good communicator non-judgmental a good listener trustworthy responsive

#### I AM INTERESTED IN Social Studies

Psychology History and Government Education Human Services

## CAREER CLUSTERS









TECHNICAL-VOCATIONAL AND LIVELIHOOD



HUMANITIES AND SOCIAL SCIENCES





ENGINEERING, AND MATHEMATICS



GENERAL ACADEMIC

## THE CAREER WHEEL

Inner Circle: SHS Subjects

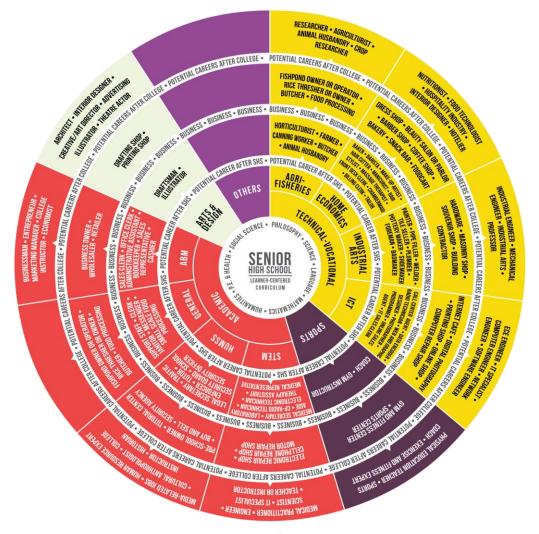
2<sup>nd</sup> Circle: SHS Tracks

**3<sup>rd</sup> Circle:** SHS Strand by track

**4<sup>th</sup> Circle:** Potential Careers after SHS by strand

**5<sup>th</sup> Circle:** Potential Business Opportunities by strand

**Outer Circle:** Potential Careers after College by strand



## SAMPLE ACTIVITIES AND TOOLS

GOAL-SETTING AND GROUNDING

MY FAMILY AND MY CAREER CHOICES

Dear Parents (Minamahal na Magulang),

TOOL

We believe that you have already started thinking about the career choices of your child. However, as an individual, your child has already made some choices, too. How do they compare? We invite you to take this short and simple exercise that can help open discussion on career planning with your child. (May naiisip na siguro kayo na maaring maging propesyon o kurso na pwedeng kunin ng inyong anak ngunit dapat ninyong isaalang-alang na maaaring may naisip at napili na ring kurso ang inyong anak. Inaanyayahan po namin kayong makiisa sa gawaing ito, katuwang ang inyong anak upang mapagusapan ang pagpaplano ng kurso at malaman kung magkatugma ang inyong plano sa kursong gustong kunin ng inyong anak.)

Fold this paper in half and separate the columns. Ask your son or daughter to list three careers he or she finds interesting. Without looking at the other column, write down three careers you think your child is wellsuited for. Together, discuss the responses. (Itupi ang papel sa dalawang hanay. Pasagutan ang kaliwang bahagi na nagtatanong sa anak ng tatlong kursong gusto niyang kunin. Pagkatapos, sagutan ninyo ang kanang bahagi ng papel na nagtatanong sa magulang ng tatlong kurso na sa palagay ninyo ay gusto ninyo at angkop para sa inyong anak nang hindi nakikita ang kaliwang bahagi na sinagutan ng anak. Pagkatapos, pag-usapan ang inyong mga sinulat na kasagutan.)

### SAMPLE ACTIVITIES AND TOOLS



#### STUDENT (ANAK)

What careers am I considering for the future? Why do I like these careers, or why do I think it would be the best fit for me? (Ano ang mga kursong gusto kong kunin? Bakit ko gusto ang mga ito? Bakit ko masasabing bagay ang mga ito sa akin?)

What have I learned from this activity? (Ano ang natutunan ko sa gawaing ito?)



#### PARENT (MAGULANG)

What best careers are likely suited for my child? Why do I think my child would be well-suited for the careers I listed? What factors did I consider in choosing these careers for my son or daughter? (Ano ang mga kursong angkop para sa aking anak? Bakit ko naisip na ang mga ito ang bagay para sa aking anak? Ano ang aking mga isinaalang-alang sa pagpili ng kurso para sa aking anak?)

What have I discovered about my child after doing this activity? (Ano ang nalaman o natuklasan ko tungkol sa aking anak sa gawaing ito?

### **COMPONENT 3: ACTIVITY GUIDES**



### CONNECTING THE DOTS BETWEEN EDUCATION AND CAREER PATHWAYS

TOOL 10:Career Pathways PortfolioTOOL 11:Career Study PlannerTOOL 12:Summary of My Career PathwaysTOOL 13:Multiple Career Development<br/>Pathways Map

#### Activity Guide

- Guide your students in developing Tool 10: Career Pathways Portfolio and Tool 11: Career Study Planner. Students may look into the information they have acquired about themselves from the previous sessions. Provide ample time for students to consolidate the information and to complete these forms.
- Help your students outline their top three career choices by using Tool 12: Summary of My Career Pathways. Encourage them to review their responses in the previous tools and reflect on the enabling and hindering factors in achieving their goals.
- Schedule a separate session for a career portfolio presentation.
- An alternative activity is to organize a career summit in your classroom to showcase the career portfolios of your students. This is a chance to validate the career choice of your students.
- Reiterate to your students that career planning is a continuous process.
- Illustrate the use of **Tool 13: Multiple Career Development Pathways Map**. Guide them on how they can create a map for their own career choices.

#### Target Outcome

Students will develop a Career Pathways Portfolio and Career Study Planner.

### COMPONENT 4: SAMPLE SESSION GUIDES

INTRODUCTION: STARTING A CAREER PLANNING JOURNEY

### ACTIVITY 04: CONNECTING THE DOTS BETWEEN EDUCATION AND CAREER PATHWAYS

Duration of Session	1 hour	Duration of Session	1 hour
Target Outcome	Students will appreciate or acknowledge the importance of	Target Outcome	Students will prepare their own career portfolio and career
rarget outcome	having a personal vision in career planning.	-	study planner.
Learning Objectives	Students will identify the advantages and disadvantages	Learning Objectives	1. Students will be able to describe what a career portfolio
y,	of having decisions about their future.	Learning Objectives	
	2. Students will learn to value the process of considering		is and identify its benefits and application.
	their future when making a decision.		2. Students will be able to identify their transferable skills
	3. Students will define their dream lifestyle, including work,		through the use of a career portfolio.
	relationships, lifelong learning, and future career.		3. Students will be able to identify his/her preferred Senior
Resources	Video from Youtube entitled "A Farmer's Son"		High School track.
	Tool 01: The Life I Want to Live as an Adult	Resources	Tool 10: Career Pathways Portfolio
	Motivational Video for Students	Resources	-
Introductory Activity	Let the students watch the story of "Dado Banatao," also		Tool 11: Career Study Planner
	known as "Bill Gates of the Philippines," for creating a chipset		"How a Career Portfolio Can Help You Stand Out" from
	that is used in most of our computers today.		Youtube
	Then ask these questions:	Introductory Activity	Present to the students a short video entitled, "How a Career
	<ol> <li>What can we learn from his life story?</li> </ol>		Portfolio Can Help You Stand Out"-this video will show the
	2. As a student, how do you want to live your life? How do		students what a career portfolio is and the important details
	you see yourself in the future?		
Activity and Analysis	Let the students answer Tool 01: The Life I Want to Live as an		that must be included in creating their own portfolio.
	Adult. Ask the following questions after completing the tool: 1. What is career planning and why is it important to you as a		Guide Question: What is a career portfolio?
	student?	Activity and Analysis	Distribute Tool 10: Career Pathways Portfolio and give the
	2. Why do you think career planning is not a one-time		students ample time to finish it.
	decision but a series of decisions made over a period of		Guide Question: What is the importance of creating a career
	time?		portfolio? How do you think it can help you?
<b>\</b>	3. What do you think should be considered in planning for		
]	your future career?	Abstraction/	A portfolio provides a record of life experiences that
Abstraction/	Career planning is a deliberate/conscious process of knowing	Generalization	demonstrates who we are, what our plans are, and how our
Generalization	who you are so that you can be sure of where you want to be		experiences have helped to develop valuable transferable skill
	at some defined point in the future.		in the future. The documents we include in our portfolio will
Closing Activity	As a closing activity, play the video from Youtube to serve as		demonstrate the person we have become and the skills we have
	a motivation that the road to success is solely dependent on		developed while "living" our career.
	oneself. This is why students must pursue and take seriously		
	whatever they may learn from this session.	Closing Activity	Distribute Tool 12: Summary of My Career Pathways

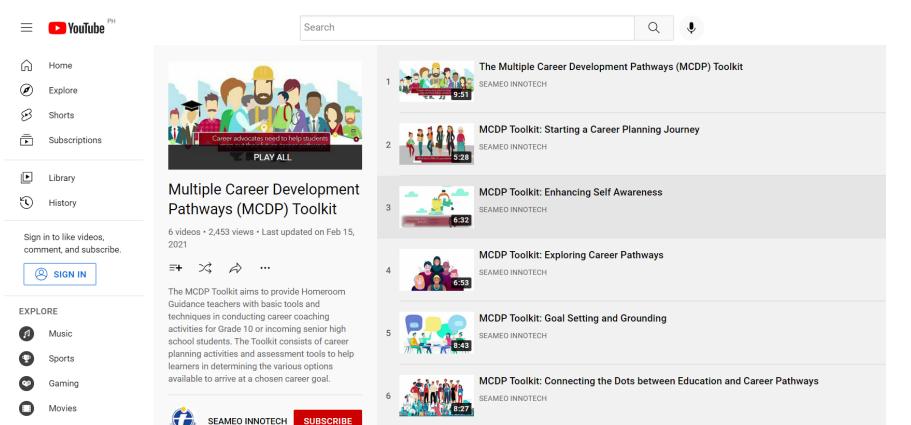
## Part 2

# Taking the MCDP Toolkit to Greater Heights



## **MCDP EXPLAINER VIDEO SERIES**

News



## EXPLAINER VIDEO ON SHS TRACKS AND STRANDS



DepEd	
Memo	

Republic of the Phylippines Department of Coucation UNDERSECRETARY FOR CURRICULUM AND INSTRUCTION		Republic of the Philippines epartment of Coucati	
BCD-CSDD-0-2021-2583			BCD-CSDD-
AANDUM J-2021-347	b. Career Guidar Grade Level	ce Learning Materials	File Locatio
Bureau and Service Directors Minister, MBHTE-BARMM Regional Directors Schools Division Superintendents	Kindergarten to Junior High School	Career guidance competencies are included in the Homeroom Guidance self-learning modules.	DepEd Learnin Resource Porta
Public Elementary and Secondary School Heads All Others Concerned		Supplementary Material: Learner's Portfolio Development Video developed by DepEd and UNILAB Foundation	DepEd Learnin Resource Porta
DIOSDADOAL SAN ANTONIO (m/c - 0)	Grade 10	Supplementary Materials: 1. Multiple Career Development Pathways (MCDP) Toolkit from SEAMEO Innotech	DepEd Learnin Resource Portal
: August 25, 2021		2. SHS Tracks and Strands Video developed by DepEd- BCD and SEAMEO Innotech	DepEd Learnin Resource Porta
or S.Y. 2021-2022 which aims to establish guidelines and procedures for its tation.	Grade 11 and Grade 12	Career guidance learning materials will be adapted from the existing Career	DepEd Learnin Resource Porta Refer to the
the CGP aims to guide secondary level students in choosing career tracks that they pursue through informed career choices towards becoming productive and ang individuals as stated in RA 10533 otherwise known as the Basic Education Act		Guidance Teacher's Manual for Senior High School.	Career Guidan Learning Plan (see Annex A) J the specific modules and
his document shall guide all stakeholders in planning, implementing, monitoring, ating the CGP for S.Y. 2021-2022.			activity sheets.
his is issued pursuant to Memorandum No. 00-0520-0030 s. 2020 from the Office of secretary for Administration (OUA), issued in May 2020, and the Joint Memorandum September 21, 2020 by the OUA, the Office of the Undersecretary for Curriculum iction (OUCD), and the Office of the Undersecretary for Field Operations (OUFO) on uncement of the Transfer of Management and Supervision of the Career Guidance		Supplementary Materials provided by DOLE, DOST, CHED, TESDA and other partner agencies may be included as a supplementary material for S.Y. 2021-2022	To be announc

ded as a supplementary rial for S.Y. 2021-2022 Printing and distribution of Career Guidance learning resources may be charged against local or any available funds/downloaded from the Central Office.

BCD-CSDD-O-2021-2583

Suggested Schedule

2021 to July

September

September

(Q1-Q2)

2022

2022

2022

(Q1-Q2)

November

(Q2 - Q4)

September

2021-July

(Q1-Q4)

2022

2021 - July

(Q1-Q2)

September

2021 - March

September

2021 - March

2021 - January 2022

2022 (Q1 - Q4)

File Location

DepEd Learning

Resource Portal

DepEd Learning

Resource Portal

DepEd Learning

DepEd Learning

**Resource** Portal

DepEd Learning

Resource Portal

Career Guidance

(see Annex A) for

To be announced

DepEd Complex, Meralco Avenue, Pasig City, Philippines Direct Line: (632) 8633-7202/8687-4146 Fax: (632) 8631-5057 E-mail: oucl@deped.gov.ph/dosdado.sananlonio@deped.gov.ph Website: www.deped.gov.ph

#### MEMOR DM-OUC

TO

- FROM

SUBJECT

DATE

1. TI (CGP) fo implemen

2. T intend to contributi of 2013.

3. TI and evalu

4. T1 the Under issued on and Instru the Anno Program to Curriculum and Instruction Strand, hence, the issuance of the Career Guidance Program (CGP) for S.Y. 2021-2022.

5. This shall be implemented in all public elementary and secondary schools nationwide for S.Y. 2021-2022.

Immediate dissemination of and strict compliance with this Memorandum is directed. 6

DepEd Complex, Meralco Avenue, Pasig City, Philippines Direct Line: (632) 8633-7202/8687-4146 Fax: (632) 8631-5057 E-mail: oucl@deped.gov.ph/diosdado.sanantonio@deped.gov.ph Website: www.deped.gov.ph

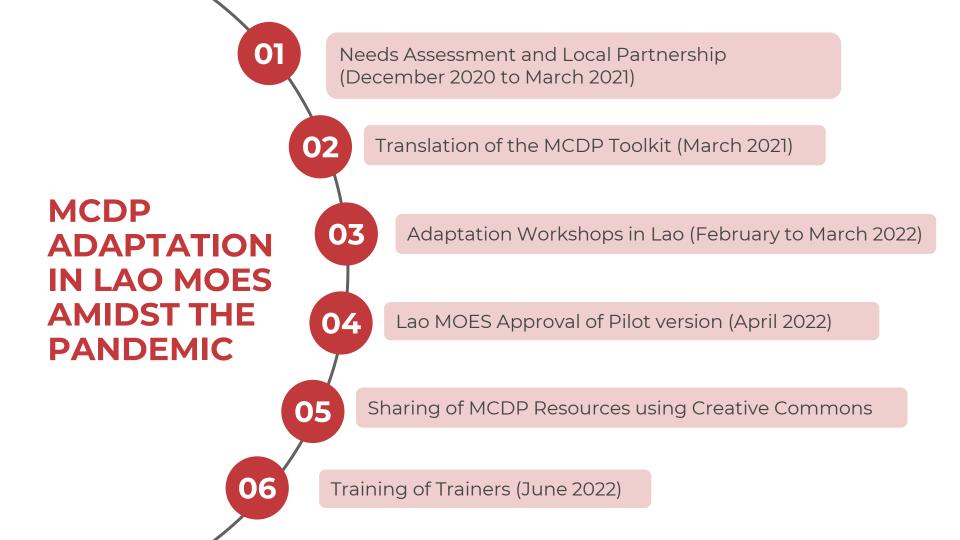
## MCDP ADAPTATION IN LAO MINISTRY OF EDUCATION AND SPORTS (MOES)

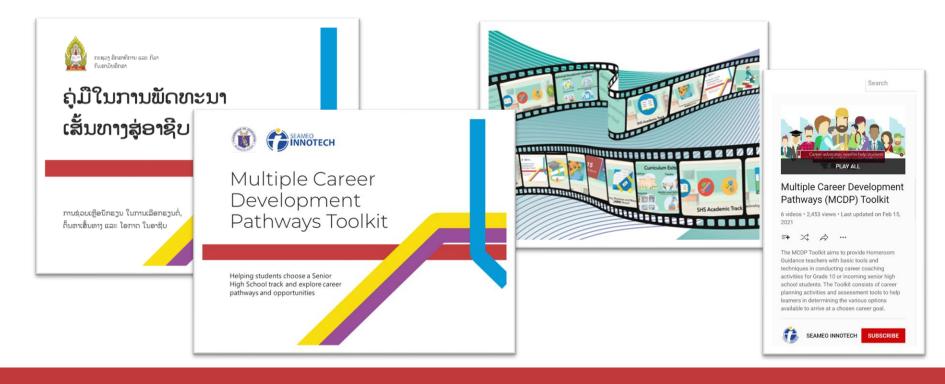


ກະຊວງ ສຶກສາທິການ ແລະ ກິລາ ກິມສາມັນສຶກສາ

## ຄູ່ມືໃນການພັດທະນາ ເສັ້ນທາງສູ່ອາຊີບ

ການຊ່ວຍເຫຼືອນັກຮຽນ ໃນການເລືອກຮຽນຕໍ່, ຄົ້ນຫາເສັ້ນທາງ ແລະ ໂອກາດ ໃນອາຊີບ







INNOTECH Website



INNOTECH YouTube Channel