



## Career management skills

Duration	Topic	Activity	Social Setting	Used media
5 min	<ul style="list-style-type: none"><li>• Welcoming</li><li>• Clarifying expectations</li><li>• Overview of the module</li></ul>	Trainer is presenting him-/herself and his/her background  “What is aim of module?” “What are intended outcomes?”	Plenary session	PPT slides “PPT - Career Management Skills”
15 min	Career management skills as a specific type of outcome	Explanations on slides 2-5 Slide 6: “What examples of activities, tools and methods in the counselling process could support the development of the following CMS?” Slide 7: Explain the learning cycle according to the comments in PPT	Plenary session and discussion	PPT slides “PPT - Career Management Skills”
45 min	Creating your own CMS framework	Individual activity: preparation of your custom CMS framework Alternative: counsellors can work in group if they are coming from the same organization	Individual activity	Document “Worksheet - Career Management Skills - Creating your own CMS framework”, Pens
25 min	Sharing and discussion about the results of the activity	Participants discuss among themselves the results of the previous activity	Collective sharing	Filled-in Document “Worksheet - Career Management Skills - Creating your own CMS framework”