

Resources for Career Teachers

Job Test

A vocational test using the job guide

Job Test booklet

Job Test identifies interests and matches these with occupations classified in interest categories. The booklet is used in conjunction with the 2006 Job Guide. An instruction manual is available for teachers to explain how best to use the Job Test. The Job Test is suitable for use with students and unemployed and for those wanting a career change.

\$ 3.00

Career Counselling

...A guide for Practitioners

Career Counselling

This book is designed for use by career practitioners providing career counselling in a range of settings. The material is suitable for those assisting students, school leavers, unemployed adults or people contemplating a career change. A feature of the book is a number of worksheets that can be used as is or adopted for use whenever career counselling.

\$20.75

Job Test

A vocational test using the job guide

User's Guide

Job Test User's Guide

The user's guide contains information on how to use the job test booklet with the job guide.

\$14.95

Planning for VCE

Planning for VCE

It's a handbook to assist pre-VCE students with the subject choices they will make for the following year. It identifies their personal abilities and guides them in the right direction.

\$ 4.70

Recording Key Competencies

Recording Key Competencies

This booklet will assist the student or trainee to identify and record key competencies gained while in the workplace, school or training. The workplace or trainer can use this booklet to assess work-related competencies. \$ 2.50

Study Skills

A student's guide for assessment and improvement

Study skills

A Student Guide for Assessment and Improvement:
A booklet designed to enable students to identify and develop study habits and skills necessary to be a successful student.

\$ 2.50



Prices includes GST
Prices at 01/02/2008

ECG – "A not for profit Education Centre providing teacher designed publications to schools since 1974."

PO Box 249 Warragul Vic 3820

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Fax: (03) 5623 4141
web: www.ecg.asn.au

Resources for Career Teachers

Work Experience Journal

Work Experience Journal

This student booklet is designed to be used by students while on work experience. The booklet consists of 8 A4 pages suitable for students to use while on work experience.

\$ 2.50

Work Experience / Placement Evaluation

Work Experience /Placement Evaluation (New in 2007)

These evaluation forms are an employer's report on a student's work experience and based on the employability skills.

The form is in triplicate, colour coded, with a copy for the student, school and employer. The form incorporates the key competencies as a means of assessing the student's progress while on the placement and ensures that the student gains maximum feedback from the employer.

\$ 0.75

Work Placement Record Book

Work Placement Record Booklet

This booklet is designed for use by students while on work placement. The booklet enables the student to record information about the workplace and list competencies gained during the placement.

\$2.75



Get Ready

Purchase both the Get Ready teacher's guide and the Get Ready Picture Set as a pack for only \$44.00 (postage and handling included)

Get Ready

An emergency awareness program for schools

- All primary levels – lower secondary
- Teacher's guide 78 pages plus poster

Get Ready Picture Set

An emergency education resource

- All primary - lower secondary
- Set of 10 discussion prints



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Resources for Career Teachers

Beat Bullying with Books

Beat Bullying with Books

A guide to current children's and teenage literature with synopses and activities.

\$ 9.00

Managing Stress

Managing Stress – Student Handbook

A student booklet designed to enable students to use strategies to minimise stress in their lives.

\$ 2.50

Hands Off! The Anti-Violence Guide to developing positive relationships

Hands Off!

Is an educational resource designed to assist students make sense of violence in Australian society. The book comprises of four sections: Group Building, Violence, Developing Positive Relationships, Popular Culture.

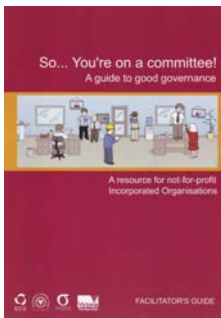
\$ 9.00



Ready and Able

Emergency awareness education activities for secondary students

\$ 15.00



So... You're on a Committee!

This kit contains a written resource, DVD and relevant activities and processes for use in workshops. Each of these resources is designed with a view to improving the knowledge and skills of community members who are involved in running not-for-profit organisations. So ... You're on a Committee! includes the following topics:

- Good Governance
- Managing Volunteers
- Financial Management
- Risk Management
- Strategic Planning

\$99.00



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