



CAREER TECH MANAGEMENT MADE EASY

Measure student involvement in classroom/lab activities, professionalism, and projects such as work-based learning, research or entrepreneurship ventures. Generate economic impact reports for community stakeholders, and more!

[Learn More](#)

Students Tracking CTE Experiences: Educational for Them & Valuable to You!

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V.P. Operations and Product Development

How it Works!

Our Mission:

To provide a quality online record keeping system for tracking CTE program involvement among students and educators.

Our Vision Statements:

- To provide educators with valuable reports for assessing student learning throughout the year, promoting their program(s) and garnering community support for CTE.
- For students, we offer helpful tools such as a professional portfolio, resume builder, and standards-based journaling to make documenting their successes and planning their future easier, while helping them gain valuable life skills!



Student Platform

CTE
MANAGER



ROGER HANAGRIFF
ADMIN HIGH SCHOOL



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Dashboard

Account Settings

Professionalism

Classroom

Projects

Help

WELCOME, ROGER HANAGRIFF

Professionalism

Date	Recent Activity
7/18/2017	Added Volunteer Activity w/ 1 Photo(s)
7/17/2017	Added Student Organizations Activity w/ 1 Photo(s)
7/17/2017	Added Student Organizations Activity
7/17/2017	Added Achievements
7/17/2017	Added Volunteer Activity w/ 2 Photo(s)

Classroom Instruction

Active Classes	Inactive Classes
Introduction to Marketing	

CTE Calendar

NOV 17	Community service event -
DEC 13	In-service day
DEC 14	SKILLS USA meeting

Experiential Learning Projects

[+ Create New Project](#)

Name	Type	Dates	Finances	Hours	Photos
example	Research	07/18/2017 - 07/18/2017	1 Entries \$7.00	1 Entries 2	0
Flyers R Us	Entrepreneurship	09/10/2016 - 09/01/2017	1 Entries \$45.00	2 Entries 3	4
Job at the bank	Job Experience	07/18/2017 - 10/12/2017	6 Entries \$3,325.00	5 Entries 7	0
name	Entrepreneurship		0 Entries \$0.00	0 Entries 0	0
School Marketing Department	Job Experience	10/11/2017 - 10/11/2017	1 Entries \$150.00	0 Entries 0	0

Core Concepts:

- Student Dashboard - Update key areas
- Professionalism - Details and CTSO connections
- Classroom - Details and state content standards
- Projects - Manage details (time and money)



Student Project Management

CTE MANAGER

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Overview Plan Activity Log Assessments Photos/Media Documents Reports

ROGER HANAGRIFF
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JOB AT THE BANK OVERVIEW

Use the menu at the top of this page to complete all aspects of your project. All projects should include a detailed plan. Use the "Activity Log" to record time and financial entries. Data input into CTE Manager can be exported into reports.

General Information

Project Name: Job at the bank
Address: 193 bowden rd
City: huntsville
State: Select
Zip Code: 77340

Save Changes

Student-Declared Supervisors

+ New Supervisor

Project supervisors can be a parent, employer, teacher or mentor. This person is responsible for providing guidance and assessing your progress throughout the project's duration.

Name	Phone	Email
No records to display.		

Teacher-Approved Supervisors

Name	Phone	Email
Part Draper	936-555-5555	roger@theact.com

Activity Snapshot

\$3825 Total Income | \$0 Total Expenses | 450 Hours Recorded

PROJECT PLAN: 100% | ASSESSMENTS: 2 | PHOTOS: 0

Core Concepts:

- Students can create project and plans
- Tracking of time connects to state/national career content standards and focuses on skill acquisition
- Supervision can be completed by teachers or others



Students Tracking Professionalism

CTE MANAGER

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ADMIN HIGH SCHOOL

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- Professionalism
- Overview**
- Student Organizations
- Volunteer Activities
- Photos
- Achievements
- References
- Resume
- Classroom
- Projects
- Help

PROFESSIONALISM

Students who regularly participate in professional development are more likely to possess skills that are critical for workplace success in competitive technical industries. However, before you can effectively communicate your skills to an employer, it is important for you to reflect on your experiences.

 STUDENT ORGANIZATIONS ACTIVITIES Record time spent attending meetings, workshops, training seminars, conferences and events in school-based student organizations.	7 Entries
 VOLUNTEER ACTIVITIES Record where you've donated your time and/or skills to non-profit, religious, or education-affiliated organizations.	6 Entries
 PROFESSIONALISM ACTIVITIES PHOTOS Photo albums are auto-created and dynamically maintained through Volunteer and Student Organization activity entries.	10 Photos
 ACHIEVEMENTS / CERTIFICATIONS List your personal, professional and academic achievements to stand out from the crowd.	2 Entries
 REFERENCES Maintain a list of your supervisors, mentors, teachers, etc. who know you well and are able to speak about your skills, abilities, character and qualifications to potential employers.	3 References
 RESUME Generate a professional resume using Professionalism, Classroom Instruction and Experiential Learning Project records input in CTE Manager.	Generate

Core Concepts:

- Students can create professional groups and track their engagement
- Students can add special achievements and certifications



Teacher Platform

CTE MANAGER - EDUCATOR HOME

Student Project Types and Totals

- Foundational (0 Projects)**
Students learn through exploring new skills or experiences. This project is usually short term and beginner level.
- Research (1 Projects)**
Students learn by answering a research question or testing a hypothesis.
- Job Experience (4 Projects)**
Students learn skills and gain experience in a job-like setting.
- Entrepreneurship (3 Projects)**
Students learn by running a business with goals of increasing total equity.

Activity Snapshot (All Projects)

Last 120 Days

Financial Time

\$3975 Income | \$7 Expenses | 12 Hours Recorded

TOTAL PROJECTS: 8 | TOTAL ASSESSMENTS: 6 | TOTAL PHOTOS: 0

Core Concepts:

- Simple controls to easily add / manage students
- View student activity & project assessments
- Impersonate any student to assist



Manage Employer & Supervisor List

CTE MANAGER TYLER TEACHER ADMIN ISD

Active Employers Inactive Employers

EMPLOYERS

Active Employers [Export to PDF](#) | [Export to Excel](#) + New Employer

Action	Name	Address	Location	Supervisors	Current Projects	Assessments
	Parents			2	0	0
	Mentors			0	0	0
Delete	School Marketing Dept			1	0	0
Delete	McDonalds			3	0	0
Delete	JudgingCard			1	0	0
Delete	Home Depot	2704 Texas Ave #1	College Station, TX	3	0	0
Delete	HEB			1	0	0
Delete	AET			0	0	0

Core Concepts:

- Manage employer list and contact information
- Export contacts and use in email or mailing list
- Develop new supervisors for student projects
- Supervisors can be employers, parents or mentors



View Supervision Assessments/ Project Grading

CTE
MANAGER



TYLER TEACHER
ADMIN ISD



ASSESSMENTS

Project Assessments

[Export to Excel](#)

[+ New Assessment](#)

Date	Student	Project	Supervisor	
10/10/2017	Roger Hanagriff	Job at the bank	Tyler Teacher	PDF Report
10/10/2017	Roger Hanagriff			PDF Report
10/10/2017	Roger Hanagriff			PDF Report
10/10/2017	Clay Ewell			PDF Report
10/10/2017	Clay Ewell			PDF Report
9/12/2017	Roger Hanagriff			PDF Report



STUDENT PROJECT ASSESSMENT

10/10/2017

Student: **Roger Hanagriff**
School: **ADMIN HIGH SCHOOL**
Project: **Job at the bank**
Supervisor: **Tyler Teacher**

Overall Project Rating: **Above Average**

Career Tasks	Rating
Answer customers' questions, and provide information on procedures or policies.	Above Average
Assist with duties in other areas of the store, such as monitoring fitting rooms or bagging and carrying out customers' items.	Excellent
Cash checks for customers.	N/A
Enforce safety, health, and security rules.	Below Average

Evaluation:
Very good start to the year.

Recommendations:
Keep practicing on your customer service skills.

Core Concepts:

- View project assessment for all students
- Access individual students assessments (supervision)
- Assessment of career task (content standards)

Thanks!

Please let us know how we can help
or ask a question at:

Info@CTEManager.com

or Call Roger (936) 661-4163