



GeorgiaBEST Levels of Certification

- 1) GeorgiaBEST
 - a) Students study all 10 standards addressing soft skills needed to succeed in the workforce as included in the GeorgiaBEST Module. Students will be assessed on their comprehension and demonstration of the mastery of soft skills needed to succeed in the workplace by teachers during classroom observation. The student must receive at least 25 of the possible 30 points.
 - b) Students will complete a required project of either: **two** hours of community service; **two** hours of job shadowing; **two** hours of mentoring; or a written career research project or presentation on the career of their choice. The research paper will be limited to 1000 to 1500 words, and will include information such as salary range, educational requirements, profession outlook, and technical and soft skills needed to succeed in the chosen profession.

- 2) GeorgiaBEST Executive
 - a) Students study all 10 standards addressing soft skills needed to succeed in the workforce as included in the GeorgiaBEST Module. Students will be assessed on their comprehension and demonstration of the mastery of soft skills needed to succeed in the workplace by teachers during classroom observation. The student must receive at least 25 of the possible 30 points.

 - b) Students will complete **two** required projects from the following – **two** hours community service, **two** hours job shadowing, **two** hours mentoring; or a written career research project or presentation on the career of their choice. The research paper will be limited to 1000 to 1500 words, and will include information such as salary range, educational requirements, profession outlook, and technical and soft skills needed to succeed in the chosen profession

NOTE: The second project can also be through the completion of the University of North Georgia BEE 1 or BEE 2 Business Ethics Simulation. The program can be a locally-adopted

version of the BEE1 or BEE 2 simulation. BEE1 and BEE 2 also qualify students for one point for the following standards: Professional Dress and Appearance, Teamwork, Responsibility and Organization, and Business Communication Skills

- c) Students will create a portfolio demonstrating their mastery of key workplace skills and attitude through completion of exercises and projects. The portfolio will include at least **two** of the items included in the State DOE Capstone Portfolio requirements (see attached)
- 3) GeorgiaBEST Premiere
- a) Students study all 10 standards addressing soft skills needed to succeed in the workforce as included in the GeorgiaBEST Module. Students will be assessed on their comprehension and demonstration of the mastery of soft skills needed to succeed in the workplace by teachers during classroom observation. The student must receive at least 25 of the possible 30 points.
 - b) Students will complete **two** required projects from the following – **four** hours community service, **four** hours job shadowing, **four** hours of mentoring, a written career research project or presentation on the career of their choice; or **four** hours mentoring; or participating in the BEE 1 or BEE 2 Business Ethics Simulation. The research paper will be limited to 1000 to 1500 words, and will include information such as salary range, educational requirements, profession outlook, and technical and soft skills needed to succeed in the chosen profession
 - c) Students will create a portfolio demonstrating their mastery of key workplace skills and attitude through completion of exercises and projects. The portfolio will include at least **four** of the items included in the State DOE Capstone Portfolio requirements (see attached)
- 4) GeorgiaBEST Elite
- a) Students study all 10 standards addressing soft skills needed to succeed in the workforce as included in the GeorgiaBEST Module. Students will be assessed on their comprehension and demonstration of the mastery of soft skills needed to succeed in the workplace by teachers
 - b) Students will create a portfolio demonstrating their mastery of key workplace skills through completion of exercises and projects. Students can perform a Career-Related Capstone Project (the portfolio at minimum must meet all the requirements outlined in state Capstone Project (see attached) OR students may complete a local school system defined senior project including a portfolio with at least **six** items included in the State DOE Capstone Portfolio (see attached) ; OR students may complete a work internship totaling a minimum of one semester, and complete a portfolio with at least **six** items included in the State DOE Capstone Portfolio requirements (see attached).