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Welcome to the Student Edition of Learning for Earning

The Clear, Colorful Presentation Is Easy to Read

Part Opener

Chapter Opener

- Chapter titles preview the content for you.
- A key question stimulates your thinking.
- Key terms and learning objectives help you to see what you will learn.
- Key concepts summarize the main ideas you will find.

Part One
Exploring the World of Work

- 1. The Importance of Work
- 2. The Changing Workplace
- 3. The Law in the Workplace

Chapter 1
The Importance of Work

Key Terms
- Chapter Objectives
- After studying this chapter, you will be able to:
  - distinguish the difference between a job and a career.
  - identify those careers for which you are suited.
  - explain the economic importance of work.
  - discuss the benefits and limitations of work.

Key Concepts
- School work prepares you for the workplace.
- Work provides income to meet needs and wants.
- Work affects your identity, attitude, and lifestyle.
- Work affects the country’s economy.
- Work requires career knowledge and skills.
Reviews Enhance and Extend Learning

Summary
■ Condenses the content into brief, concise paragraphs

Building Academic Skills
■ Helps you improve your writing, speaking, reading, math, and science.

Building Career Knowledge and Skills
■ Challenges you to do everything employers consider basic for career success.

Building Technology Skills
■ Guides you in using high-tech products and practices common today.

Building Workplace Skills
■ Explores career-focused activities that simulate the workplace

Reviewing Key Concepts
■ Ask you to recall the content
Career Clusters Prepare Students for the Workplace

Chapter 5
- Presents summaries of each of the 16 clusters
- Helps you understand the qualifications for jobs within each cluster
- Shows all the career pathways and several occupational options for each
- Brings the career clusters to life with photos of workplace settings

Chapter 1
- Gives you an introduction
Learning for Earning is designed to introduce you to the skills you will need to succeed in school, on the job, and on your own. It will serve as a guide as you prepare for a career and become a productive member of the workforce.

Success in a career begins with an understanding of the world of work. This text will explain the important changes taking place in the workplace and how they apply to you. It will cover the variety of careers available to you. Skills that are important in work and in your life will be identified as well as ways to acquire them.

Being a member of the workplace involves a whole new set of responsibilities as you strive to become an independent adult. Once you know what type of work you want, you are ready to begin exploring job options. You will learn how to find work suitable to your skills, personality, and values. You will also gain the knowledge needed to become successful at work and advance in your career.

**Introduction**

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