



Task Schedule

Bridging the gap between school and the future

www.bridge-u.com

Introduction

Task Schedules are designed to help you set relevant tasks for students to complete on BridgeU, and follows the BridgeU Guidance Calendar and Lesson Plans.

The [Guidance Calendar](#) maps out stages of the student journey beginning in Grade 9 / Year 10 / MYP 4.

The task schedules should be treated as a guide only; feel free to adapt or change any aspect of each suggested task to suit your needs.

Should you wish to begin with students at a later stage, the [Appendices](#) includes modified task schedules, beginning in:

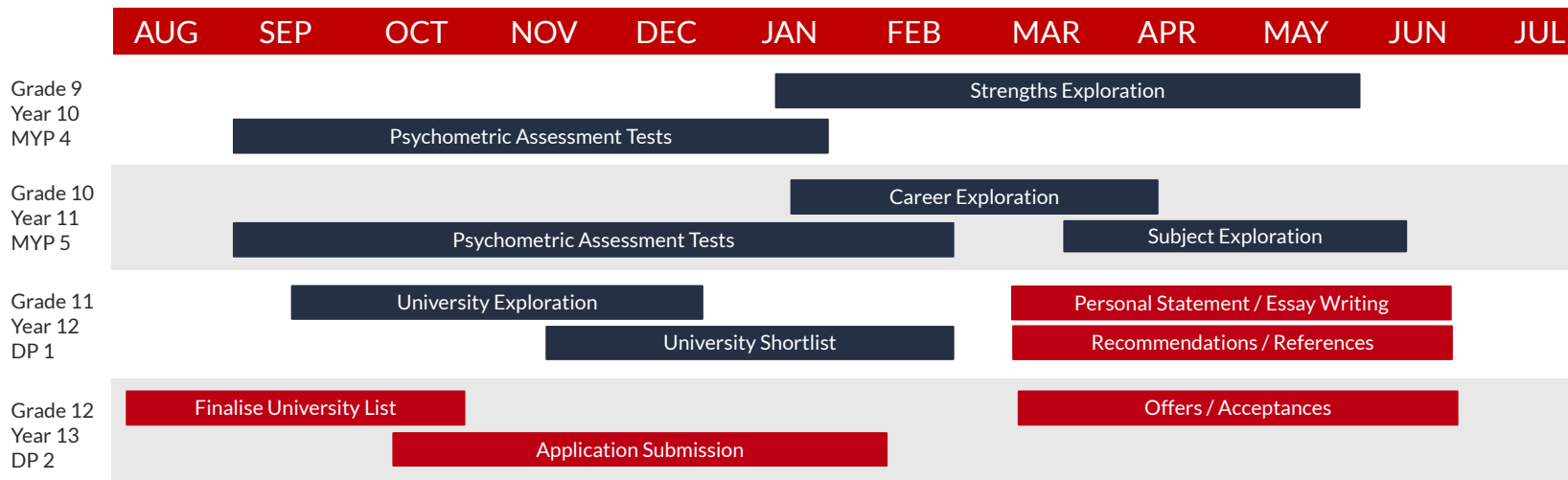
- i: [Grade 10 / Year 11 / MYP 5](#),
- ii: [Grade 11 / Year 12 / DP 1](#), and
- iii: [Grade 12 / Year 13 / DP 2](#).



For a reminder of how to set a task, head to [this article](#) in BridgeU's Help Centre

BridgeU Guidance Calendar

Designed to take students from discovery through application



BridgeU Task Schedule

Designed to be used in conjunction with the BridgeU Guidance Calendar and Lesson Plans

Grade 9
Year 10
MYP 4

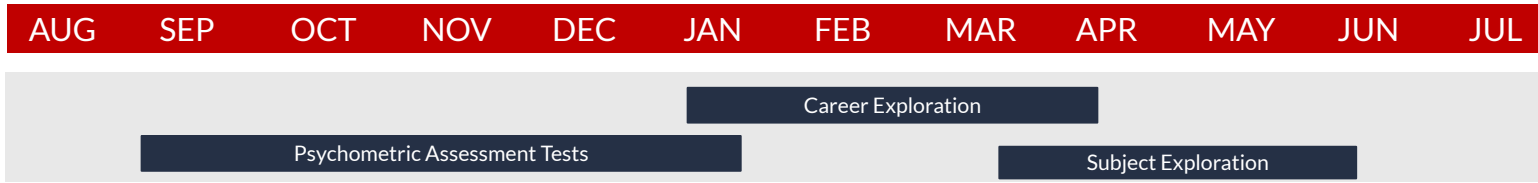
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Psychometric Assessment Tests

Strengths Exploration

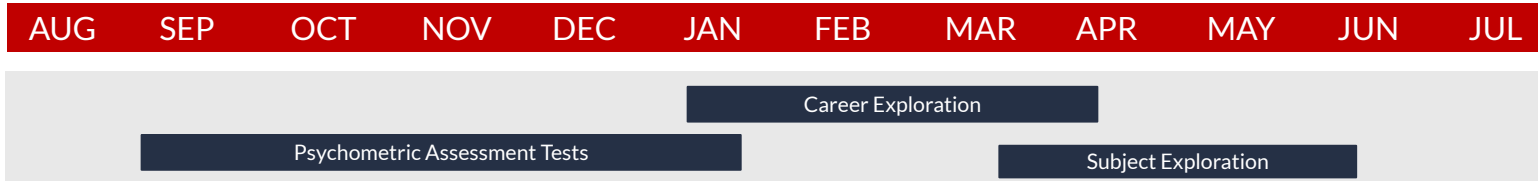
Date	Topic	Lesson	Task Type	Title	Details	Group
Sep-Jan	Learning Styles	4	Assessment Tool	Learning Styles - Assessment Test	Go to your 'Assessments' page on BridgeU and click onto the link that takes you to the KTS website and input the school's Access Key (XXXXXX) to create your account. Take the 'Learning Styles' Assessment. Review your results and then upload the results in BridgeU as a PDF.	G9/ Y10/ MYP4
Jan-May	Strengths Exploration	2	Strategy Advisor	Complete the Strategy Advisor	The Strategy Advisor helps you collect and organize your experiences. This is helpful when writing your applications.	G9/ Y10/ MYP4

Grade
10
Year 11
MYP 5



Date	Topic	Lesson	Task Type	Title	Details	Group
Sep-Feb	Personality Type	5	Assessment Tool	Personality Type - Assessments test	Go to your 'Assessments' page on BridgeU and click onto the link that takes you to the KTS website and input the school's Access Key (XXXXXX) to create your account. Take the 'Personality Type' Assessment. Review your results and then upload the results in BridgeU as a PDF.	G10/ Y11/ MYP5
Sep-Feb	Multiple Intelligences	6	Assessment Tool	Multiple Intelligences - Assessments Test	Go to your 'Assessments' page on BridgeU and click onto the link that takes you to the KTS website and input the school's Access Key (XXXXXX) to create your account. Take the 'Multiple Intelligences' Assessment. Review your results and then upload the results in BridgeU as a PDF.	G10/ Y11/ MYP5

Grade
10
Year 11
MYP 5



Date	Topic	Lesson	Task Type	Title	Details	Group
Jan - Apr	Career Exploration	8 & 9	Custom	Explore and Choose Career paths	Watch this link to understand how to use the Careers Tool and upload your Careers Report. Mark 'interested' for any careers you want to research further. Try to add 10 to your job interests list.	G10/ Y11/ MYP5
Mar - Jun	Subject Exploration	10	Custom	Careers and related degree subjects	Click 'more info' for your chosen careers to explore the list of related degree subjects. Mark any degree subjects you want to consider studying to your degree interests list. Try to add 5-10.	G10/ Y11/ MYP5

Grade 11
Year 12
DP 1

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University Exploration

Personal Statement / Essay Writing

University Shortlist

Recommendations / References

Date	Topic	Lesson	Task Type	Title	Details	Group
Sept - Dec	University Exploration	11 & 12	University Matches	Build your Shortlist with University Matches	Complete the Profile Builder and browse matches - shortlist the interesting ones, discard the ones you're not interested in. Add in universities you previously had in mind on the Shortlist page.	G11/ Y12/ DP1
Nov - Feb	University Shortlist	13	Shortlist	Research shortlisted universities	For each university or course that you've shortlisted, visit their website and take notes.	G11/ Y12/ DP1
Mar- Jun	Personal Statement/ Essay Writing	14	Writing Builder	Preparing to write your Essay	Read through the example Personal Statements (UK) or Common Application Essays (US).	G11/ Y12/ DP1
Mar - Jun	Personal Statement/ Essay Writing	15	Writing Builder	Finalize your Personal Statement/ Common App essay	Read any comments/suggestions on your essay to help them to improve. Continue to write your own essay using the Writing Builder. Continue to follow feedback and make these improvements before handing in on time.	G11/ Y12/ DP1
Mar - Jun	Recommendation s/ References	16	Recommendation requests	Draft a request for a letter of recommendation	For your applications to US universities you need to attach recommendations from your teachers. Use the Recommendation Requests tool to create a request and input a teacher's email.	G11/ Y12/ DP1

Grade 12
Year 13
DP 2

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Finalise University List

Offers / Acceptances

Application Submission

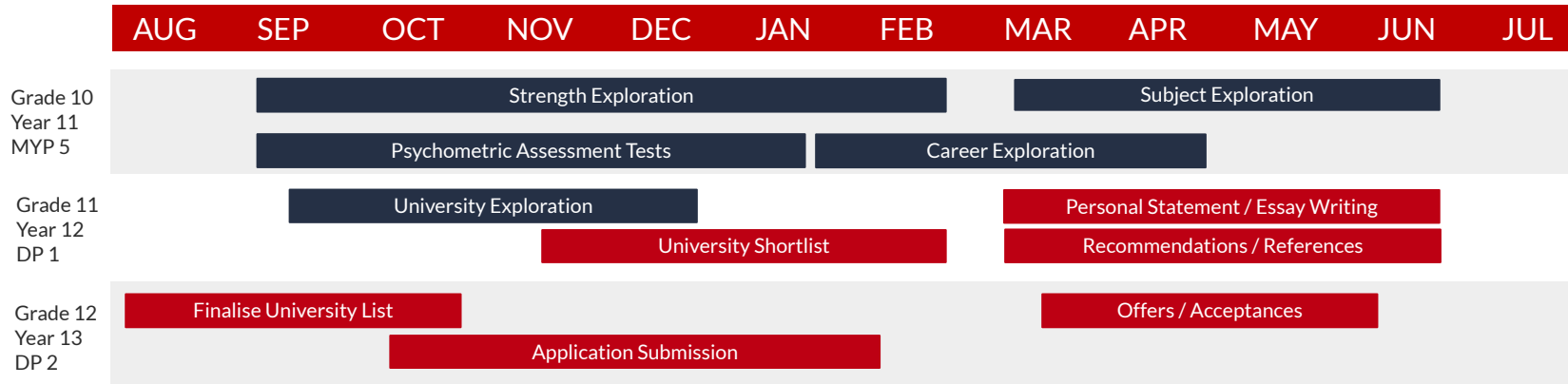
Date	Topic	Lesson	Task Type	Title	Details	Group
Aug - Oct	Finalize University List	17	Custom	Applications	Click apply here for shortlisted universities you want to apply to, pick a deadline and method (ask your advisor if you are unsure). You may have additional information to look at. Click the name of the university and any additional information will be displayed. Make a note of what it says, including documents required and deadlines. Remember, this is not completely final yet, you still have time to go back and change your mind.	G12/ Y13/ DP2
Oct - Jan	Application Submission	18	Custom	Register on the Application website and update your Applications	Update your application list in BridgeU as you prepare your application materials. Make sure you are registered on the relevant application portal for each university or course. E.g. register on the CommonApp/UCAS website	G12/ Y13/ DP2
Mar - Jun	Offers/ Acceptances	19	Custom	Applications	Update your application list in BridgeU as you receive decisions from universities. If you have received any conditional offers, make sure to enter the terms of the conditions.	G12/ Y13/ DP2



Appendix i, ii & iii
Modified Guidance Calendars
and Task Schedules

G10/Y11/MYP5 Start **Guidance Calendar**

Use this guidance calendar if you begin the career and university guidance process in G10/Y11/MYP5



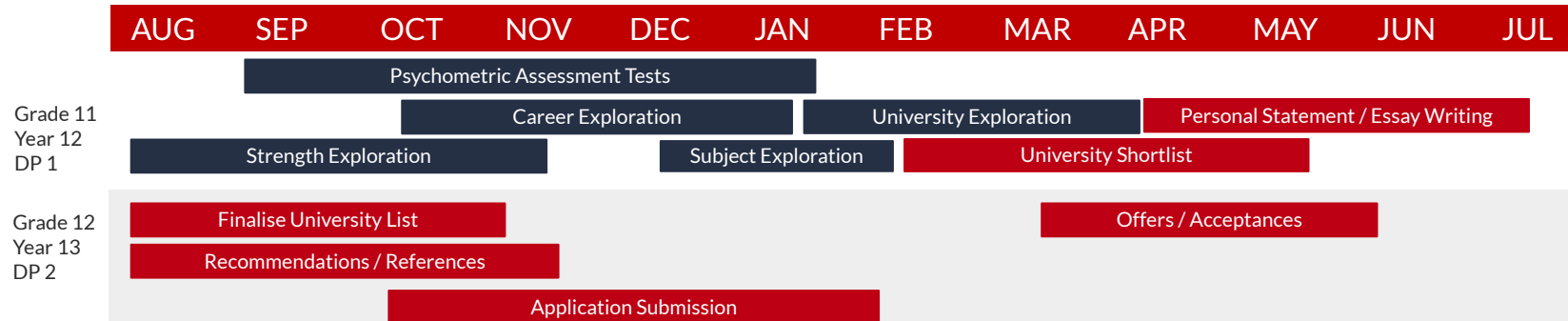
G10/Y11/MYP5 Start **Task Schedule**

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Sep - Jan	Personality Type, Multiple Intelligences and Learning Styles	4, 5 & 6	Assessment Tool	Assessment tests	Go to your 'Assessments' page on BridgeU and click onto the link that takes you to the KTS website and input the school's Access Key (XXXXXX) to create your account. Take all three assessments. Review your results and then upload the results in BridgeU as a PDF.	G10/ Y11/ MYP5
Sep - Feb	Strengths Exploration	2	Strategy Advisor	Complete the Strategy Advisor	The Strategy Advisor helps you collect and organize your experiences. This is helpful when writing your applications.	G10/ Y11/ MYP5
Jan - Apr	Career Exploration	8 & 9	Custom	Explore and Choose Career paths	Watch this link to understand how to use the Careers Tool and upload your Careers Report. Mark 'interested' for any careers you want to research further. Try to add 10 to your job interests list.	G10/ Y11/ MYP5
Mar - Jun	Subject Exploration	10	Custom	Careers and related degree subjects	Click 'more info' for your chosen careers to explore the list of related degree subjects. Mark any degree subjects you want to consider studying to your degree interests list. Try to add 5-10.	G10/ Y11/ MYP5

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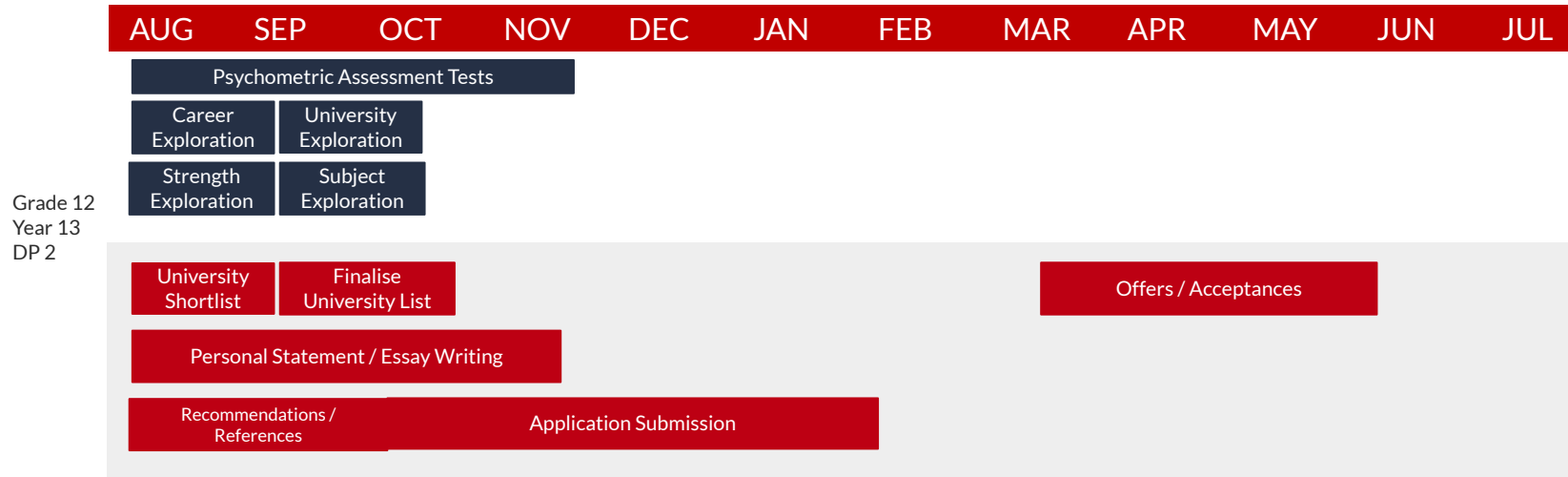
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Dec - Feb	Subject Exploration	10	Custom	Careers and related degree subjects	Click 'more info' for your chosen careers to explore the list of related degree subjects. Mark any degree subjects you want to consider studying to your degree interests list. Try to add 5-10.	G11/ Y12/ DP1

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G12/Y13/DP2 Start **Guidance Calendar**

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G12/Y13/DP2 Start **Task Schedule**


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