

Career Planning & Interview Assignment: Informative Video

(or, see me about alternative presentation formats)

*For this project you will be creating an informative video on the **Career Planning Process** – with specific focus on **interview preparation & skills**, for individuals looking to enter the workforce.*

Videos should be uploaded/emailed from personal devices and/or shared via Google Docs – chelfree@ed.amdsb.ca

NOTE: All videos submitted will only be shared with Miss Free; HOWEVER, alternative formats will be presented in front of the class Jan 7&8

Your video should include information on the following topics:

- The benefits and costs of working*
- Discovering your strengths, skills and passions*
- General tips for writing resumes and cover letters*
- Interview preparation, & communication tips*
- A mock-interview (of 5-7 questions) demonstrating good verbal and non-verbal communication skills, while effectively answering some common interview questions*

You may work with a partner for this project, but BOTH partners must appear in the video presentation ☺

DUE: Wednesday January 7

Career Planning & Interview Assignment: Informative Video (or Alternative Format)

CATEGORY	Level 1	Level 2	Level 3	Level 4
<p>Knowledge <i>Students should:</i></p> <ul style="list-style-type: none"> - describe the elements of successful planning for employment (ie. benefits and costs of working; discovering passion; resume & cover letter tips, etc.) - identify the components of verbal and non verbal communication 	limited	Some	Moderate	Extensive
<p>Thinking <i>Students should:</i></p> <ul style="list-style-type: none"> - analyze and explain the benefits and costs of working - explain the importance of ethics and honesty in workplace related settings 	limited	Some	Moderate	Extensive
<p>Application <i>Students should:</i></p> <ul style="list-style-type: none"> - model effective interview skills by adequately using prepared responses to common interview questions in a mock-interview situation - demonstrate the use of effective communication skills, while maintaining a positive attitude and self-image in workplace related settings 	limited	Some	Moderate	Extensive
<p>Communication <i>Students should:</i></p> <ul style="list-style-type: none"> - use an appropriate format (ie. video) to communicate the results of research and inquiry effectively for a specific purpose and audience - communicate information clearly throughout presentation 	limited	Some	Moderate	Extensive