

Session: Use the Tools

Apx Session Length: 50 Mins

Topic/Aims:	To get students to consider the importance of research and how they can use the tools available to let them to do this effectively.
Learning Outcomes:	To be able to explain the importance of research in job hunting or looking at different educational providers To identify ways of researching further
In class activity:	Group work, discussion and brainstorm Powerpoint presentation
Resources:	'Use the Tools' Powerpoint presentation A3 Paper, Whiteboard, Pens

Use the Tools - Introduction

This session aims to get students to look at ways in which to research and prepare for job or college applications. The session looks at some traditional tools that people had when it comes to preparation, and then some of the great tools the internet puts at our disposal. The last part of the session looks at how you can use the internet to research companies and prepare for interview. The internet is a fabulous resource when it comes to job hunting and can help us to raise our game when it comes to making applications. This session will help you to make the most of that opportunity.

Time:	Tutor & Support activity:	Student Activity:	Checking learning against objectives:	Differentiation:	Resources:
5 mins	Icebreaker: In pairs, get students to think of a situation where they wanted	Working in pairs		Ensure students are paired	

	to make a good impression but it all went wrong. If they can't think of one, get them to make a scenario up.			appropriately	
10 mins	Get students then to brainstorm in twos as many different tools as they can think of that will help them to get a job or college place. Class discussion about the tools identified, make note of these	Working in pairs followed by class discussion	To be able to explain the importance of research in job hunting		Paper Pens Whiteboard
5 mins	Research is key: As a class brainstorm the things you might need to know about an employer or college before you go for an interview and where you might find the information. Students need to copy this down so that they can use the list as a prompt for later	Brainstorm Class discussion	To consider how important research is to the application process		Whiteboard Paper Pens
20 mins	Teacher presents this Power Point to the class followed by discussion about how many the class had identified and talk through all the tools and the importance of using each. Consider in particular any they missed	Presentation followed by class discussion	To be able to explain the importance of research in job hunting	Ensure all students can see	Power Point Presentation 'Use the Tools'
15 mins	Each group takes one of the tools and on A3 paper makes a note of the possible PROs and CONs of using that particular tool. I.e. Facebook Feed this back to the group as a whole	Group Activity followed by class discussion	To identify the pros and cons of tools identified		A3 Paper Pens

Summary	Sum up main learning points and ask the students in their own time to do a little internet research on a college or employer that they are interested in to see how easy it is and how readily the information is available.	Extension task	To put into practice what has been said		Internet access
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Evaluation: Did the students achieve all the objectives? What went well? What did not work?