

Brief description of workshop:

In this 1.5 hour workshop, the learner will understand:

- Why you should use social media in your job search
- How to use social media in your job search

Task Group	Highest level required in workshop	Comments
Competency A: Find and Use Information		
A1 : Read continuous text	A1.2 - Read texts to locate and connect ideas and information <ul style="list-style-type: none"> • Makes connections between sentences and between paragraphs in a single text • Scans text to locate information • Locates multiple pieces of information in simple texts • Makes low-level inferences • Follows the main events of descriptive, narrative, and informational texts 	Slides & handouts
A2: Interpret documents	A2.2 - Interpret simple documents to locate and connect information <ul style="list-style-type: none"> • Performs limited searches using one or two search criteria • Extracts information from tables and forms • Uses layout to locate information • Makes connections between parts of documents • Makes low-level inferences 	Sign-in form, evaluation, slides & handouts
A3: Extract info from films, broadcasts and presentations		PowerPoint presentation
Competency B: Communicate Ideas and Information		
B1: Interact with others	B1.2 - Initiate and maintain interactions with one or more persons to discuss, explain, or exchange information and opinions	B1.1 would be adequate for learners who choose not to contribute to discussions

	<ul style="list-style-type: none"> Shows an awareness of factors that affect interactions, such as differences in opinions and ideas, and social linguistic and cultural differences Demonstrates some ability to use tone appropriately Uses strategies to maintain communication, such as encouraging responses from others and asking questions Rephrases to confirm or increase understanding 	
B2: Write continuous text	<p>B2.1 - Write brief texts to convey simple ideas and factual information</p> <ul style="list-style-type: none"> Writes simple texts to request, remind or inform Conveys simple ideas and factual information 	Participants could take notes, but it is not a requirement
B3: Complete and create documents	<p>B3.2a - Use layout to determine where to make entries in simple documents</p> <ul style="list-style-type: none"> Uses layout to determine where to make entries Begins to make some inferences to decide what information is needed, where and how to enter the information Makes entries using a limited range of vocabulary Follows instructions on documents 	Sign-in form and evaluation
Competency C: Understand and Use Numbers N/A		
Competency D: Use Digital Technology N/A		
Competency E: Manage Learning		
	<p>E.2 - Set realistic short- and long-term goals, use a limited number of learning strategies, and monitor own learning</p> <ul style="list-style-type: none"> Demonstrates positive attitude to learning Recognizes and expresses when one does not know something Accepts new learning challenges Willing to work independently Takes responsibility for learning Takes initiative Takes risks in learning situations 	

Competency F: Engage with Others

- Recognizes roles of others
- Acknowledges and accepts others' perspectives
- Adapts behaviour to the demands of the situation
- Shows an awareness of group dynamics
- Meets group expectations (e.g. is prepared to participate, meets deadlines)

Comments

Some understanding of Facebook and/or Linked In would be helpful prior to attending this workshop. A working knowledge of either of these programs would add even more benefit to the experience. It would be advantageous to have a basic understanding of resume writing.