### Applying for a Job, Lesson 2: The Resume

### Objectives:

Students will understand the components and structure of a professional resume.

Students will be able to create a compelling and creative resume tailored to a specific job.

Students will learn to highlight their strengths, skills, and experiences in a resume format.

Students will enhance their creativity through designing and personalizing their resumes.

Students will develop critical thinking skills by evaluating different resume examples and giving peer feedback.

### Outline:

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| --- | --- | --- | --- |
| Phase | Time | Content | Activity Type |
| Introduction | 10 min | Introduction to the importance of a resume and its role in job applications | Whole class discussion led by the teacher |
| Exploration | 30 min | Overview of resume components: contact information, objective statement, education, experience, skills, and extracurricular activities | Teacher presentation and example analysis; students take notes |
| Application | 30 min | Students create their own resumes based on a provided job advertisement, emphasizing creativity and personal strengths | Individual work; teacher circulates to provide guidance |
| Peer Review | 15 min | Students exchange resumes and provide constructive feedback based on clarity, creativity, and alignment with job requirements | Pair activity; guided peer review with checklist |
| Reflection &amp; Conclusion | 5 min | Recap of key points and discussion on how the skills learned can help in real-world applications | Whole class discussion led by the teacher |
| Homework | --- | Students will refine their resumes based on peer feedback and teacher suggestions, preparing a final draft to be submitted in the next lesson | Individual work; resume finalization |

### Assessment:

Formative Assessment

:

Observation and informal assessment during the resume creation phase.

Guided peer review feedback to understand the effectiveness of peer evaluations.

Participation in class discussions and activities.

Summative Assessment

:

Final Resume Submission

Clarity and Organization

: Proper structure and logical flow.

Content Quality

: Relevance and strength of information included.

Creativity

: Unique and engaging design or format that stands out.

Alignment with Job Ad

: Tailoring the resume effectively to the specific job.

: Each student will submit a polished resume that will be graded on:

An evaluation rubric will be used, grading on a scale of 1 to 5 in each category with a comprehensive feedback comment for each student.