

Career Prep
Randice Nelson

10/20-10/24

	TEKS for the week	Objectives	Lesson
Monday	5.C; 6.A	3. To discuss mistakes commonly made on job applications	- Filling Out an Application Project - Selecting References Activity
Tuesday	4.F; 6.B; 6.C; 6.D; 6.E	1. To identify the purpose of a cover letter. 2. To analyze components, cover letters should contain. 3. To examine mistakes commonly seen in cover letters. 4. To practice writing cover letters.	- Formulas for Career Success: Cover Letters - What Would You Change? Activity
Wednesday	4.F; 6.B; 6.C; 6.D; 6.E	1. To identify the purpose of a cover letter. 2. To analyze components, cover letters should contain. 3. To examine mistakes commonly seen in cover letters. 4. To practice writing cover letters.	- Formulas for Career Success: Cover Letters Assessment - Cover Letter Project
Thursday	4.F; 6.B; 6.C; 6.D; 6.E	1. To identify the purpose of a cover letter. 2. To analyze components, cover letters should contain. 3. To examine mistakes commonly seen in cover letters. 4. To practice writing cover letters.	- Complete Activities & Projects
Friday			- Work Week Talk