

Career Prep
Randice Nelson

10/27-10/31

	TEKS for the week	Objectives	Lesson
Monday	4.F; 6.B; 6.C; 6.D; 6.E	1. To identify the purpose of a résumé. 2. To describe elements to be included in a résumé. 3. To discuss various formats for résumés, including chronological, functional and combination. 4. To analyze methods of delivering a résumé to a potential employer.	- Components - Components Check for Understanding - Sample Résumé Discussion Activity
Tuesday			- Writing & Delivery - Writing & Delivery Check for Understanding - Résumé Development Project
Wednesday			- Final Assessment - Project
Thursday			- Work Week Talk
Friday			- No School