

Objective: Students will update their CareerStarter profiles with current, relevant information to strengthen their resumes and learn how to search for entry-level jobs and apprenticeships using CareerStarter, including how to stay informed about new opportunities.

Pework Required (Explore Phase):

- CareerStarter student accounts are created.
- Student profiles are filled out.

Activity Sequence and Delivery Information: The following activities should be completed in the order in which they appear. They are designed to be flexible for your students and planning needs. The activities can be implemented in a single class period or spread across a week or semester.

Activity & Time	Instructor Delivery Notes
Resume Revamp Guide 30 minutes	<p>Lesson Implementation Guide:</p> <p>This can be done as homework or an in-class activity.</p> <p>Make sure the students can easily navigate to their Profile page on CareerStarter. They will then use the Resume Revamp Guide to update and improve their profiles.</p> <p>Even if their Profile is already complete, this is an opportunity to strengthen their resume and make it stand out when applying for opportunities.</p> <p>If a student has not yet set up their Profile, make sure they use the Profile Setup Guide first before starting the revamp process.</p> <p>What Students Should Do:</p> <ol style="list-style-type: none"> 1. Log in to CareerStarter and review their Profile using the Resume Revamp Guide. 2. Add new information, skills, education, and a personal statement to build a strong resume. 3. Once updates are complete, students should export/download their Profile to generate a professionally formatted PDF resume. <p>Important Note: Profiles can be updated at any time, so students can return later to add new details as they gain experience or complete training.</p> <p>Resources Needed:</p> <ul style="list-style-type: none"> • Laptop/Phone • Profile Setup Guide • Resume Revamp Guide <p>Graded Point Value Suggestion: 20–25 points</p>

Activity & Time	Instructor Delivery Notes
<p>Mock Interview Practice</p> <p>30 minutes</p>	<p>Lesson Implementation Guide:</p> <p>This can be done as homework in class and works best in pairs or small groups.</p> <p>Make sure students have access to the list of Mock Interview Questions. Explain that the goal is to practice answering questions confidently and professionally.</p> <p>What Students Should Do:</p> <ol style="list-style-type: none"> 1. Pair up with a classmate. One student acts as the interviewer, the other as the candidate. 2. Use the Mock Interview Questions to conduct a short interview. Switch roles so both students can practice. 3. Encourage students to give each other constructive feedback after each round. <p>Important Note: This is a practice activity. Students should focus on clear communication, professional tone, and confidence rather than memorizing answers. They can revisit these questions any time to improve their responses.</p> <p>Resources Needed:</p> <ul style="list-style-type: none"> • Paper • Pencil or Pen • Mock Interview Questions <p>Graded Point Value Suggestion: 20–25 points</p>
<p>Job Search Activity</p> <p>15–30 minutes</p>	<p>Lesson Implementation Guide:</p> <p>This can be done as homework or an in-class activity.</p> <p>Make sure students have access to the Job Search Instructions and the Job Search Worksheet prior to starting. They will use CareerStarter to search for jobs and apprenticeships and then record their findings on the Job Search Worksheet.</p> <p>What Students Should Do:</p> <ol style="list-style-type: none"> 1. Use CareerStarter to explore jobs and apprenticeship opportunities. Students should familiarize themselves with the search filters and identify positions that match their interests. 2. Record key details and information on the Job Search Worksheet provided. Encourage students to note any application requirements or deadlines. <p>Important Note: Students can return to CareerStarter any time to continue searching for opportunities. This activity is designed to help them become familiar with the platform and start identifying real opportunities.</p> <p>Resources Needed:</p> <ul style="list-style-type: none"> • Laptop/Phone • Job Search Instructions • Job Search Worksheet <p>Graded Point Value Suggestion: 15 points</p>