

Cooperative Work Experience

Topic: Resumes

Objectives: The purpose of this activity is to have each student learn about resumes and create their own resume.

Essential Questions:

1. What is the purpose of a resume?
2. Why is a resume important?

Required Readings & Resources:

- Read [Google Docs Resume Templates](#)
- Watch [How to Write a Really Good Resume](#) (5 min)
- Watch [What is a Resume and Why is it Important](#) (5 min)
- This [Resume site](#) allows you to customize and build a resume that fits your profile

Procedure:

1. Students will review the Essential Questions.
2. Students will read and watch required resources and consider the best way (template, format) to present themselves on a one-page resume.
3. Students will complete an updated resume (recommend choosing an existing template) and submit it.
4. If a student already has a resume, it can be submitted.