

QLWG – Skills for Life Series – Employment Skills

Link	https://app.learnquebec.ca/learnapps/skills_for_life/unit19.html
Description	<p>Part of the QLWG Skills for Life Series, this module helps learners to prepare to find employment or to ask for a promotion. Topics: identify strengths; write a resumé, find out how and where to look for work; write a cover letter; look for work; prepare for a job interview.</p> <p>The module has a PDF workbook and e-learning video-support segments (requiring flash plug-in) with video and narration.</p>
Media used	PDF document, e-learning support with video and narration
Readability	Generally good. Some formatting issues result in a few sections where the letters in the text are separated.
Activities included	Writing exercises, vocabulary boxes, learning checklists, check-in to reflect on learning
Multisensory	Visual (illustrations, photos, tables, video with e-learning segments), Audio (with e-learning segment), T-K (navigating slideshow with e-learning segment)
Language level	Early-intermediate (with support) and higher
Prerequisites	PDF viewer, Flash player plug-in for e-learning segments
Recommended Learning Mode	Videoconferencing where learner shares screen and does writing exercises on a notepad or word document; email/snail mail + phone if using a printed version
Device compatibility	Laptop, tablet, smartphone, computer
Log-in/subscription	Not required
Cost	Free
Diverse Content	Yes
Canadian Content	Yes
Tutor Comment	Can be used with or without e-learning segments. The e-learning segments facilitate independent study. Online employment links are no longer relevant so up-to-date links will have to be sourced.