

**A Pathway to Jobs on the Internet Level 1, Sample 1**

**A**

*Student Newsletter*

*A Pathway to Jobs on the Internet*

NEWSLETTER

**Dear Students:**  
If you are unemployed, and in need of a job look carefully at this newsletter, and you will find good advice, and information in finding jobs on the Internet.

*So Many Web Sites, So Little Time*



*The best job web site is [www.canjobs.com](http://www.canjobs.com) over 10,000 people have found jobs on this web site. It is very easy to use, it has all the information needed. All*

*you have to do is read, and follow along.*



1. [www.globocareers.com](http://www.globocareers.com) :  
*This web site is very good for people living in Ontario who want to work for large companies. This web site also has a service called "Career Alert" which alerts you of any matching opportunities for jobs. This site is very up to date.*

2. [www.careermosaic.com](http://www.careermosaic.com) :  
*This web site is very good for people looking for a job, this web site is very organized and up-to-date. This job enables you to search for a specific job that you have in mind.*

3. [www.canadiancareers.com](http://www.canadiancareers.com) :  
*This web site has a lot of valid jobs, it is very organized, and this web site is good for all Canadians looking for jobs.*

4. [www.jobs.gc.ca](http://www.jobs.gc.ca) : *This job is very good for people looking for jobs on the Internet. It is very organized, and up-to-date.*

**An Ounce of Prevention:**

A lot of people have a lot of false security when they use the Internet. It does not have any laws to protect people's privacy. It also has no measures to ensure that people who set up a Web site are actually who they say they are. Therefore, people applying for jobs on the Internet have to be very cautious.

**The Top Ten List:**

1. Make sure when sending visa the site is reliable.
2. Look for more up-to-date job postings.
3. Check out all links, they could offer some unknown information.

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4. Make sure the job posting is reliable.
5. Check out the company before sending in your resume.

6. Make sure the job posting has not expired.
7. Make sure the site is reliable.
8. Make sure references are provided by the company.
9. Make sure the site is secure
10. Take your time.

## **Teacher's Notes**

### **Knowledge/Understanding**

- A few safety issues are described with limited detail (e.g., “It does not have any laws to protect people’s privacy.”).

### **Thinking/Inquiry**

- The student uses the criteria for evaluating websites with limited consistency, clarity, and detail (e.g., does not assess the validity or credibility of the websites).

### **Communication**

- The descriptions of website content are limited in detail and relevance (e.g., “This job is very good for people looking for jobs on the Internet. It is very organized, and up-to-date.”).
- The student gives a few tips of limited relevance and clarity; some are duplications (e.g., the first and seventh tips).

### **Application**

- The student uses the functions and features of desktop-publishing software with limited effectiveness (e.g., there are too many different font styles).

## **Comments/Next Steps**

- All components of the assignment are present, but they need fuller development.
- The student needs to provide more details to support statements (e.g., the statement that “This web site is very good for people looking for a job”).
- The student should choose software functions and features with more regard to whether they will enhance the effectiveness of the newsletter.
- The student needs to identify some specific safety precautions to take when applying for jobs through the Internet.

## A Pathway to Jobs on the Internet Level 1, Sample 2

# A Pathway to Jobs on the Internet!



Dear Job Searcher:

This newsletter is for people who are looking for jobs through the Internet. There are many different job sites. Looking for a job through the Internet may be overwhelming and a little bit confusing. There are many kinds and types of jobs. For all jobs you need different qualifications.

Here are 5 websites that I found on the Internet that have to do with jobs:

1. www.globecareers.com
2. www.canjobs.com
3. Canadiancareers.com
4. Jobs.gc.ca.com
5. gojobs.gov.on.ca

1. An advantage of www.globecareers.com is there is lots of information. A disadvantage is there is too much stuff and it is very confusing. You must need some sort of degree to work here.

2. An advantage of www.canjobs.com is that it has good info. A disadvantage is that you can't find the info fast. You must need a college or university degree.

3. An advantage of www.Canadiancareers.com is that you get to where you need to go. A disadvantage is that there are too many links. You must have at least a secondary education to work here.

4. An advantage of jobs.gc.ca.com is that everything is organized. A disadvantage is that it was updated 26/04/00. You must be at least be a student to work here.

5. An advantage of gojobs.gov.on.ca.com is that it allows you to search for different jobs. A disadvantage is that there is not a lot of info. You must be at least a highschool student to work

### Safety Precautions

There is false security for using the Internet. Try to pick a job that is government safe or even a site that has something that only you can get into with a login name and a password. You don't want your personal information to get on the Internet.

### The Top Ten List

The Top Ten Tips When Using the Internet To Find a Job are:

1. Check out the newspapers to find jobs before going on the Internet.
2. Use a search engine to find a web site for jobs.
3. Go check out a few of the sites.
4. Choose a site that is right for you based on the education you have.
5. Try to choose a site that is government proof and or safe.
6. When you find a job see what the qualifications of that job is.
7. Try to use Career Alert. It finds qualified candidates.
8. Find a job close to you.
9. You must have a resume or they may give you an interview.
10. Wait for an e-mail.

## Teacher's Notes

### Knowledge/Understanding

- The student describes a few Internet safety issues in limited detail (e.g., “You don't want your personal information to get on the Internet.”).

### Thinking/Inquiry

- The student uses established criteria to a limited degree in evaluating web-sites (e.g., comments only on how useful a site is and not on how current or valid).

### Communication

- The student's descriptions of website content are limited in detail and relevance (e.g., “An advantage of jobs.gc.ca.com is that everything is organized.”).
- A few of the student's tips are relevant and accurate (e.g., the fourth, fifth, and sixth tips).

### Application

- The student uses a few functions and features of desktop-publishing software with limited effectiveness.

### Comments/Next Steps

- The student needs to include more supporting details to expand and clarify the information presented.
- The student should use a greater variety of software functions and features to produce a more effective newsletter.