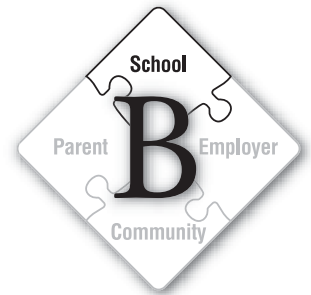


# Web-Quest Activities 1-5

## Activities Summary

- In these activities, students will:
- ◆ Create an **Essential Skills** Mind-map
  - ◆ Relate **Essential Skills** to School
  - ◆ Complete an **Essential Skills** Self-Assessment
  - ◆ Write a Reflective Journal
  - ◆ Record key information about Occupation Profiles
  - ◆ Complete a comparative chart



## Prior Knowledge

- Internet navigation
- Reflective journal format
- Keyboarding

## Teaching Planning Notes

- Review assignment including prior knowledge required
- Use Web-Quest activities in order. Each Web-Quest activity builds on previous knowledge
- Distribute activities to students one at a time or as a package with stages of completion deadlines
- Provide students with a file folder or duo-tang to put all activities in
- Provide students with a checklist with dates assigned and due dates



## Assessment of Student Achievement

Task	Tool / Type
Activity 1	Progress Checklist (Formative)
Activity 2	Progress Checklist (Formative)
Activity 3	Progress Checklist (Formative)
Activity 4	Progress Checklist (Formative)
Activity 5	Progress Checklist (Formative)

## Activities

- Activities 1-5 + Progress Checklist
- Activity 1: Welcome to the **Essential Skills** Website!
- Activity 1: Answer Key
- Activity 2: When Am I Ever Going to Use This?
- Activity 3: Cruisin' Around
- Activity 4: **Essential Skills** Profiles
- Activity 5: My Strengths and Related Occupations

### FOCUS ON LEARNING

#### Essential Skills:

#### Writing

All activities

#### Thinking Skills

Personal Opinion Responses  
Comparative Chart

#### Computer Use

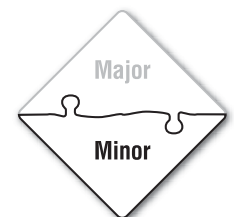
All activities

#### Reading Text

All activities

#### Document Use

All activities



## Curriculum Linkages For Ontario Educators

**Essential Skills** truly are everywhere and as teachers we are always teaching students the **Essential Skills!** As subject teachers and specialists, we know that many of the curriculum expectations we are accountable to teach and assess, also address the **Essential Skills** and while the linkages are not always readily apparent, the linkages exist nonetheless.

While this activity connects to a variety of courses it is most closely aligned to the following course(s):

- Guidance (Discovering the Workplace) – GLD 2O

To assist you, the teacher, in making more transparent linkages, we have identified the following curriculum linkages for this activity.

### Guidance (Discovering the Workplace) – GLD 2O

Coded Overall Expectations	Coded Specific Expectations
ESV.01 – Identify and describe the workplace <b>Essential Skills</b> for success in life, school and work	ES1.01 – Identify and describe the workplace <b>Essential Skills</b> using a variety of electronic, print and human resources (e.g., Human Resources and Skills Development Canada website, the Ontario Skills Passport, <b>Essential Skills</b> brochures, employers)
	ES1.02 – Identify the most important workplace <b>Essential Skill</b> requirements for a range of occupations (e.g., <b>Essential Skills</b> Occupational Profiles from the Human Resources and Skills Development Canada website, employers) using various resources and personal workplace experience

# Intro to Essential Skills

For each of these activities there are different objectives and the length of the activities varies. These activities are to be completed in order. It is important that you manage your time and use your computer time effectively in class.

Below is a progress checklist. When you hand in your assignments, make sure you put in **ALL DATES** and **ATTACH** this sheet.

**Activity #1:** Welcome to the *Essential Skills* Website

**Activity #2:** When Am I Ever Going to Use This?

**Activity #3:** Cruisin' Around

**Activity #4:** *Essential Skills* Profiles

**Activity #5:** My Strengths and Related Occupations

## Progress Checklist

ACTIVITY	ASSIGNED DATE	DUE DATE	COMPLETED DATE
<b>#1 Welcome to the <i>Essential Skills</i> Website</b> Questions 1-5			
<b>#2 When Am I Ever Going to Use This?</b> Part A Part B			
<b>#3 Cruisin' Around</b> Part A Part B			
<b>#4 <i>Essential Skills</i> Profiles</b> Part A Part B			
<b>#5 My Strengths and Related Occupations</b>			

# Activity 1

## Welcome To The Essential Skills Website!

This Web-Quest activity will introduce you to the Human Resources and Skills Development Canada (HRSDC) website and the *Essential Skills*.

Go to the website below and answer the questions.

Put your completed assignment sheet in your duo-tang.

Website: [http://www15.hrdc-drhc.gc.ca/english/general/home\\_e.asp](http://www15.hrdc-drhc.gc.ca/english/general/home_e.asp)



Click on the link for “Understanding *Essential Skills*” and use the information there to answer questions 1-5.

1. What is the definition of *Essential Skills*?

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2. How were these skills identified?

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3. How many skills are there? \_\_\_\_\_

4. Why is it important to know about these skills?

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5. On a separate sheet of paper, draw a simple mind-map or chart illustrating all of the *Essential Skills* and a brief definition for each.

# Activity 1

## Answer Key

This web-quest activity will introduce you to the Human Resources and Skills Development Canada (HRSDC) website and the **Essential Skills**.

Go to the website below and answer the questions.

Put your completed assignment sheet in your duo-tang.

Website: [http://www15.hrdc-drhc.gc.ca/english/general/home\\_e.asp](http://www15.hrdc-drhc.gc.ca/english/general/home_e.asp)

Click on the link for “Understanding **Essential Skills**” and use the information there to answer questions 1-5.

1. What is the definition of **Essential Skills**?

*They are the skills needed for work, learning and life. They are the foundation for learning all skills and allow people to evolve in their jobs and adapt to workplace change.*

2. How and by whom were these skills identified?

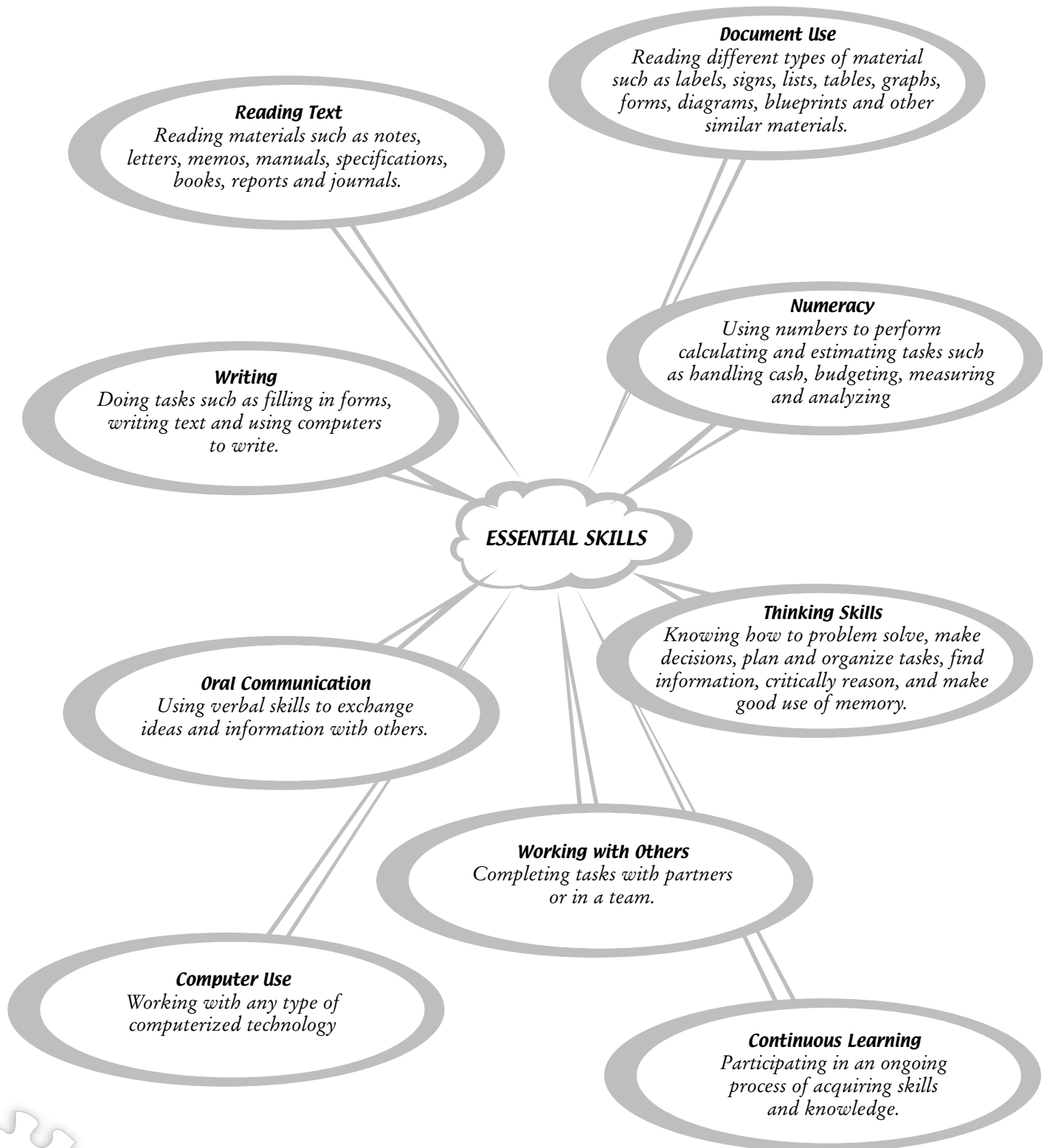
*Through research by the federal government and other affiliated agencies.*

3. How many skills are there? 9

4. Why is it important to know about these skills?

*Because they are used in every occupation and in daily life. We can improve our skills when we are aware of them.*

5. On a separate sheet of paper, draw a simple mind-map or chart illustrating all of the **Essential Skills** and a brief definition for each.



# Activity 2

## *When Am I Ever Going to Use This?*

How many times in your classes have you wondered “why are we doing this?” when am I ever going to use this?

Occupations in the world of work are based on a set of skills. For each occupation there are varying degrees of complexity and frequency in the use of these skills. Practicing these skills while you are in school will help ensure your future success in the workplace.

In this activity you will investigate tasks related to each of the **Essential Skills** and relate them to courses you have taken and activities you have completed in those courses.



### **Part A:**

- Step 1: Go to website: [http://www15.hrdc-drhc.gc.ca/english/general/i\\_am\\_a\\_e.asp](http://www15.hrdc-drhc.gc.ca/english/general/i_am_a_e.asp)
- Step 2: Look under “How Can I Use this Site?” Click on “Student”.
- Step 3: Within the text find the “How are skills you are learning used in the world of work” Click on it.
- Step 4: At the top of the page, click on “Skills”
- Step 5: Select the box for “Reading Text”. Click on “next”
- Step 6: Select a complexity level and click on “next”
- Step 7: Choose one occupation (preferably one you might be interested in). To view tasks associated with this skill, click on “view examples”

### **Using your Web-Quest Activity Sheet record:**

- Step 8: The occupation title
- Step 9: Tasks associated with that occupation (2 Tasks)
- Step 10: Courses you have taken where you have used this skill (2 Courses)
- Step 11: Specific assignments or activities from those courses that directly relate to the tasks in that occupation (2 Assignments/Activities)
- Step 12: repeat steps 4-11 for each of the remaining 8 **Essential Skills** (including 6 subsections under Thinking Skills)
- Step 13: Submit your completed table and Reflective Journal.

## ***Part B: Reflective Journal***

Based on the results of your table, answer the following questions. Make sure you relate your responses to what you have learned in this activity.

1. So, has this activity answered the questions “why are we doing this?” and “when am I ever going to use this?” Why or why not?

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2. What would you tell a classmate next time they complained about doing school work?

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3. Next time your parents ask you “what did you do in school today?”, what would you say? How might your response reflect the results of this completed activity?

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# Activity 2: Web-Quest Activity Sheet

<b>Essential Skill</b>	<b>OCCUPATION</b>	<b>TASKS RELATED TO OCCUPATION (2 PER OCCUPATION)</b>	<b>COURSES RELATED TO TASKS (2)</b>	<b>ASSIGNMENTS/ACTIVITIES RELATED TO TASKS (2)</b>
Reading Text				
Writing				
Numeracy				
Oral Communication				
Working With Others				
Computer Use				
Continuous Learning				
Document Use				
Thinking Skills: Problem Solving				
Thinking Skills: Decision Making				
Thinking Skills: Critical Thinking				
Thinking Skills: Job Task Planning and Organizing				
Thinking Skills: Significant Use of Memory				
Thinking Skills: Finding Information				

# Activity 3

## Cruisin' Around

Career Cruising is an interactive website for students to explore careers and get first-hand information on just about anything they need to know about careers.

This Web-Quest activity involves exploring one career and identifying the **Essential Skills** and related tasks and then completing a self-assessment.

When selecting a career, choose one that you have some interest in either as a career after high school or perhaps a future summer job.



### Part A: Exploring

**Step 1:** Go to Website: [www.careercruising.com](http://www.careercruising.com)

**Step 2:** Using your school's username and password, log in.

**Step 3:** Click on the "Explore Careers" icon (left hand side of screen)

**Step 4:** Select a career using one of the 4 options available.

**Step 5:** Explore the career by selecting a variety of options available. You will not find specific references to the **Essential Skills**, however, by reading the job description and the interviews, you will be able to identify several **Essential Skills** and related tasks. You may find information in the section on career path as well. Not all jobs use all of the **Essential Skills** on a regular basis.

**Step 6:** Complete the chart below

Name of Career: \_\_\_\_\_

This career interests me as:

summer job option

full-time career option

both

<b>Essential Skill</b>	<b>RELATED TASKS</b>
Reading Text	
Writing	
Computer Use	
Numeracy	
Continuous Learning	
Oral Communication	
Document Use	
Thinking Skills	
Working With Others	

# Activity 3

## Part B: Now What?

You have figured out what skills someone has in a career or job that you are interested in. Great! It is time to complete an **Essential Skills** self-assessment and set some goals.

**Step 1:** Identify the top three **Essential Skills** used in the occupation you selected. Complete the self-assessment chart below.

## Self -Assessment

Essential Skill	SELF-ASSESSMENT (CIRCLE ONE ONLY)			
	Highly Skilled	Skilled	Some Skill	Very Limited Skill
	Highly Skilled	Skilled	Some Skill	Very Limited Skill
	Highly Skilled	Skilled	Some Skill	Very Limited Skill
	Highly Skilled	Skilled	Some Skill	Very Limited Skill

**Step 2:** Using your self-assessment results provide proof of where and how you have demonstrated this skill in the past regardless of skill level.

## Evidence of Skill

Essential Skill	WHERE	HOW? WHAT TASK(S) DID YOU PERFORM?

**Step 3:** Setting goals, no matter how small, helps us achieve what we say we want to do. Set a small goal to further develop each of the **Essential Skills** you identified as the top three.

## Setting Goals

Essential Skill	WHERE CAN I IMPROVE ON THIS SKILL?	WHEN WILL I DO THIS? BE SPECIFIC – GIVE A DATE!	WHO DO I NEED TO CONTACT?

# Activity 4

## Essential Skills Profiles

In this activity you will be familiarizing yourself with the *Essential Skills* profiles and their descriptions on the HRSDC *Essential Skills* website.

Step 1: Go to Website:

[http://www15.hrdc-drhc.gc.ca/english/general/home\\_e.asp](http://www15.hrdc-drhc.gc.ca/english/general/home_e.asp)

Step 2: On the left side of the screen, click on “*Essential Skills* Profiles”

Step 3: Use the information provided to complete Parts A and B below.



### Part A : Answer the questions below:

1. What do the *Essential Skills* Profiles describe?

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2. How many profiles are there? \_\_\_\_\_

3. What do each of the profiles include?

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_
- d. \_\_\_\_\_
- e. \_\_\_\_\_
- f. \_\_\_\_\_

4. How can I search for a profile?

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_
- d. \_\_\_\_\_
- e. \_\_\_\_\_
- f. \_\_\_\_\_

## Part B: Occupational Profile

1. Find an occupational profile that is of interest to you.
2. What steps did you have to take to find this profile?

\_\_\_\_\_

3. What is the NOC Code for that occupation? \_\_\_\_\_
4. What are the most important **Essential Skills** required for that occupation?

a. \_\_\_\_\_

b. \_\_\_\_\_

c. \_\_\_\_\_

5. Find two examples of tasks associated with each of the most important **Essential Skills**. Choose tasks that you think are really important to be successful in that occupation.

**Essential Skill #1** \_\_\_\_\_

Task #1 \_\_\_\_\_

\_\_\_\_\_

Task #2 \_\_\_\_\_

\_\_\_\_\_

**Essential Skill #2** \_\_\_\_\_

Task #1 \_\_\_\_\_

\_\_\_\_\_

Task #2 \_\_\_\_\_

\_\_\_\_\_

**Essential Skill #3** \_\_\_\_\_

Task #1 \_\_\_\_\_

\_\_\_\_\_

Task #2 \_\_\_\_\_

\_\_\_\_\_

6. What are some interesting facts under “Other Information” about the occupation that you weren’t aware of?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# Activity 5

## My Strengths And Related Occupations

This Web-Quest assignment involves taking one of your strongest skill areas that you identified in Activity 3 and determining what occupations require this skill. As well, you will be comparing the tasks listed in those occupations with related tasks you do in your everyday life.

**Step 1:** Go to Website: [http://www15.hrdc-drhc.gc.ca/english/general/home\\_e.asp](http://www15.hrdc-drhc.gc.ca/english/general/home_e.asp) and into the “Student” section.

**Step 2:** Find the section in the text that has the following information and follow the instructions provided:  
**“Find out how skills you are learning are used in the world of work”**  
 Search using “Skills”. You can find out, for example, who uses geometry, who interprets graphs or who performs difficult writing tasks.”

**Step 3:** Identify three occupations that you may be interested in. Review all the tasks associated with the **Essential Skill** that you identified as one of your strongest skill areas.

**Step 4:** Complete the Web-Quest Chart for this activity.

### Web-Quest Chart

When you are looking at related tasks in your life today, consider everything - school life, homework, chores at home, volunteer work, part-time jobs, etc.



**Essential Skill** \_\_\_\_\_

**My Name** \_\_\_\_\_

OCCUPATION TITLE	NOC	TASKS	RELATED TASKS IN MY LIFE TODAY