

Henry Street High School

ENG 4E

Grade 12 Workplace Preparation Course

COURSE OUTLINE

COURSE DESCRIPTION	<p>This course emphasizes the consolidation of literacy, communication, and critical and creative thinking skills necessary for success in the workplace and in daily life. Students will analyse informational, graphic, and literary texts and create oral, written, and media texts in a variety of forms for workplace-related and practical purposes. An important focus will be on using language accurately and organizing ideas and information coherently. The course is intended to prepare students for the workplace and active citizenship.</p>
UNITS OF STUDY	<p>UNIT 1 – Finding Work UNIT 2 –Resume UNIT 3 – Job Interview UNIT 4 – Jobs of the Future</p>
ASSESSMENT AND EVALUATION	<ul style="list-style-type: none">❖ Writing 21%❖ Literature and Reading 21%❖ Oral 14%❖ Media 14%❖ Summative %
OTHER INFORMATION	<p>Further Requirements:</p> <p>Binder with Dividers Pen & Pencil Homework Agenda</p>