



NAME:

Activity Guide – Multiple Hour Participation

OVERVIEW

Over the next few hours you will work to engage with each of the features available at THINK Careers. Use this **activity guide** to navigate the event and the **student workbook** to reflect on what you have learned. The student workbook starts on Activity #2. Remember, you can revisit the site for up to 30 days to explore the booths! If you have questions about the event first review your Student Navigator sheet then click into the INFO BOOTH to ask a question via chat.

OBJECTIVES

During the time provided you will work to complete these 6 Activities:

- View the “Welcome Video” in the INFO BOOTH
- Visit 3-6 Company BOOTHS in the EXHIBIT HALL and Search for Information
- View 1 Panel Discussion in the MAIN AUDITORIUM
- View 1 Career Presentation by an exhibitor
- Participate in 1 Soft Skills Workshop in the JA AUDITORIUM
- Participate in 1 Mock Interview Session in the JA LOUNGE

Note that depending on the schedule of presentations you may have to do the activities in a different order than they are shown below.

OPTIONAL

You might also choose to compete against other students in the leaderboard or scavenger hunt competitions. Instructions for these features are available in the EVENT MATERIALS tab on the event website.

ACTIVITY #1 – WELCOME VIDEO

From the event LOBBY, click on the INFO BOOTH and view the Welcome Video by clicking on the screen behind the Info Desk.

ACTIVITY #2 – COMPANY BOOTHS

Now that you have a better understanding of the rules and navigation features of THINK Careers, go back to the LOBBY enter the EXHIBIT HALL. Here you can scroll through the BOOTHS to find a company that you would like to learn more about. You can also jump straight to an exhibitor by clicking on the company’s name in the Exhibitor Index. Click on a BOOTH to enter and read the information listed below.

- **Company Profile**
 - Read through each of these sections in the Company Description including: the organization’s overview, culture, mission and goals, benefits, and positions.
- **Company Homepage**
 - Click on the homepage link and take a look around the company’s website
- **Documents: Sample Job Postings**
 - Under ‘Documents’ find a job description that is interesting to you and read it.
- **Documents: View any other documents or linked information that the company has posted**

After visiting each BOOTH, take the time to reflect on what you have learned by filling out the questions provided in this worksheet. Repeat this process 3-6 times with different companies. Remember that a company representative will be available in each BOOTH to answer questions you submit via the chat feature.

Activity Guide (Continued) – Multiple Hour Participation

ACTIVITY #3 – MAIN AUDITORIUM PANEL PRESENTATION

Panel presentations will be offered every hour at the top of the hour in the MAIN AUDITORIUM starting at 9:00am MST. The presentations are designed to show students the many different careers within a company or the different application of a career within different companies. As you watch the presentation make sure you are thinking about the reflection questions provided in the student worksheet. You are also welcome to ask questions via chat at any time during the panel.

ACTIVITY #4 – IN-BOOTH PRESENTATIONS

Every 15 minutes a new presentation will be offered in a different BOOTH. These presentations will highlight a specific career offered within that company. Platform announcements will be made before each presentation begins to alert you that a presentation is about to start. Click on the button in the announcement to enter the presentation. As you watch the presentation, think about the reflection questions provided in the student workbook. At the end of the presentation you will be able to ask questions by unmuting or by typing them into the chat. Remember, a company representative is available in each booth to answer questions via chat throughout the day.

ACTIVITY #5 – SOFT SKILLS WORKSHOPS

Soft skills are the personal attributes, personality traits, and communications abilities needed to be successful in a job. Soft skills are often gained through experience and practice rather than through formal education but are very important for a person to have to grow in their careers. Community volunteers who are experts in their fields will be providing soft skills workshops throughout the day in the JA (JUNIOR ACHIEVEMENT) AUDITORIUM. You are encouraged to participate in these sessions just like you would in an online course. You will also reflect on what you have learned in the student workbook. Note that there are multiple options for workshops in each time slot.

ACTIVITY #6 – MOCK INTERVIEWS

Mock interviews provide a time for you to practice and learn interview skills that will be helpful if you are looking for employment now or expect to in the near future. Mock interview sessions will be offered throughout the day in the JA (JUNIOR ACHIEVEMENT) LOUNGE. When you enter the lounge, you will see the schedule for the mock interview sessions. In order to ensure the quality of these sessions, they have been limited to a specific number of students. If you do not get into the first session you want, note the times and come back for a future session. Once you enter a mock interview session, you will receive a short lesson on best practices for interviews from one of the professionals who has volunteered for the event. You will then be placed into a breakout room with a small group of students and a volunteer where you will have the chance to practice answering a common interview question. Make sure you listen as other students answer questions and receive feedback from the volunteer as you will learn a lot from observing. Once you complete this activity, reflect on your experience in the student workbook.

LOOK BEYOND WHAT YOU ALREADY KNOW!

As you navigate the THINK Careers event, remember that this is an opportunity to learn about many different careers that are available in the workplace. Even if you already have a plan for what you would like to do after high school, take this opportunity to explore other options. Today's students have access to more information and more options than any other generation before you. Think about the things that make a job worth doing:

- Would you like to work indoors or outdoors?
- What company values do you think are important?
- What types of benefits do you want to have (vacation, healthcare, education, travel, other perks)?
- How much school do you want to complete?
- What type of salary do you hope to make?

The world is your oyster! Use THINK Careers to learn more about the opportunities that are available to you.

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Student Workbook – Multiple Hour Participation

ACTIVITY #2 - COMPANY BOOTHS

| COMPANY 1 | COMPANY 2 | COMPANY 3 |
|--|-----------|-----------|
| Company Name | | |
| | | |
| Why did you choose to learn about this company? | | |
| | | |
| List 2 interesting facts about this company. | | |
| 1) | 1) | 1) |
| 2) | 2) | 2) |
| What job description did you read? | | |
| | | |
| What are tasks/responsibilities performed in this position? | | |
| | | |
| What is the salary range for this position? | | |
| | | |
| Is this a position you would like to work in? Why/Why not? | | |
| | | |
| What question did you ask or would you like to ask a representative from this company? | | |
| | | |

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Student Workbook – Multiple Hour Participation

ACTIVITY #2 - COMPANY BOOTHS

| COMPANY 4 | COMPANY 5 | COMPANY 6 |
|--|-----------|-----------|
| Company Name | | |
| | | |
| Why did you choose to learn about this company? | | |
| | | |
| List 2 interesting facts about this company. | | |
| 1) | 1) | 1) |
| 2) | 2) | 2) |
| What job description did you read? | | |
| | | |
| What are tasks/responsibilities performed in this position? | | |
| | | |
| What is the salary range for this position? | | |
| | | |
| Is this a position you would like to work in? Why/Why not? | | |
| | | |
| What question did you ask or would you like to ask a representative from this company? | | |
| | | |



Student Workbook – Multiple Hour Participation

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ACTIVITY #3 – MAIN AUDITORIUM PANEL PRESENTATION

| | | |
|---|----|----|
| What industry or career was featured in the panel discussion? | | |
| | | |
| What companies do the panelists work for and what positions do they hold? | | |
| 1) | 2) | 3) |
| List 3 things you learned about the featured industry or career. | | |
| 1) | 2) | 3) |
| What experience or education is needed for these roles or in this industry? | | |
| | | |
| If you attended a panel focused on an industry, what surprised you about the different types of jobs available in that industry? If you attended a panel focused on a specific career, what surprised you about the different types of companies that hire for that role? | | |
| | | |
| Is the featured industry/career something you might be interested in? Why/Why not? | | |
| | | |
| What question did you ask or would you like to ask the panelists? | | |
| | | |

ACTIVITY #4 – IN-BOOTH PRESENTATION

| | | |
|--|----|----|
| What career was featured in the in-booth presentation? | | |
| | | |
| What company did the presenter work for? | | |
| | | |
| List 3 things you learned about the featured career. | | |
| 1) | 2) | 3) |
| What experience or education is needed for these roles or in this industry? | | |
| | | |
| Is the featured industry/career something you might be interested in? Why/Why not? | | |
| | | |
| What question did you ask or would you like to ask the presenter? | | |
| | | |



Student Workbook – Multiple Hour Participation

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ACTIVITY #5 – SOFT SKILLS WORKSHOP

| | | |
|--|----|----|
| What soft skill was featured in the workshop you attended? | | |
| | | |
| Why is this soft skill important in the workplace? | | |
| | | |
| What can you do to grow or improve this soft skill in your own life? | | |
| | | |
| List 3 other soft skills that are important in the workplace. | | |
| | | |
| Set 3 goals for yourself in regards to gaining soft skills for future success. | | |
| 1) | 2) | 3) |
| | | |

ACTIVITY #6 – MOCK INTERVIEWS

| | | |
|---|----|----|
| List 3 things that are important to remember when you are interviewing for a job? | | |
| 1) | 2) | 3) |
| | | |
| List 1 interview question that was asked in the mock interview session. | | |
| | | |
| How would you answer this question in an interview? | | |
| | | |
| What interview feedback did you hear from the Mock Interview Volunteer that you thought was useful? | | |
| | | |
| What 3 things can you do to better prepare yourself for potential interviews? | | |
| 1) | 2) | 3) |
| | | |