

Lesson Plan- Unit 5: Classroom Lesson 2

Subject/Course	Secondary Transition – Self-Determination and Advocacy		
Topic:	Employment		
Lesson Title:	The Resume		
Level:	9-12	Lesson Duration:	15-20 minutes

Lesson Objective:

- The students will develop a resume.

Summary of Tasks/Actions:

1. Discussion on why it is important to have a resume available and current.
2. What goes into a resume: name, address, telephone, email, objective, education, skills, experience, honor/activities, and at least 3 references.
3. Discuss what to include if a student is missing some of the information (e.g. the student doesn't have experience or doesn't take part in activities).
4. Discuss what makes an appropriate reference (e.g., not a family member or friend).

Have students complete the Worksheet Unit 5 Classroom Lesson 2 Resume template.

Materials/Equipment:

- Worksheet Unit 5 Classroom Lesson 2 Resume template

References:

- N/A