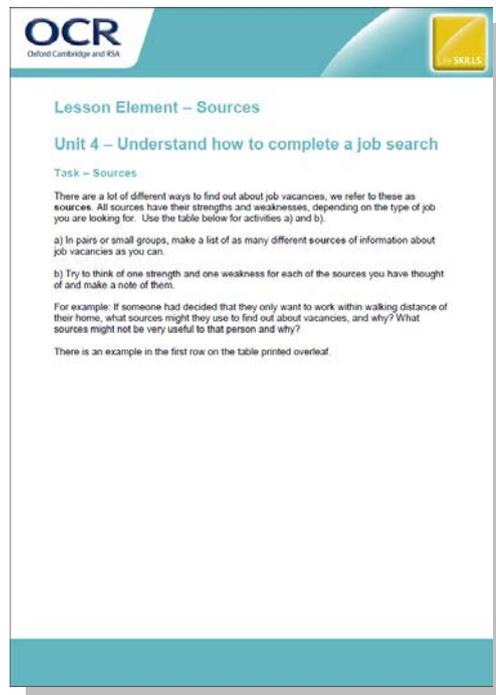# Lesson Element – Sources

Unit 4 – Understand how to complete a job search

Instructions and answers for teachers

These instructions should accompany the OCR Lesson Element 'Sources', which supports OCR Awards and Certificates in Employability Skills Unit 4 – Understand how to complete a job search.

Associated materials
Lesson Element Activity – 'Sources'

Expected duration
1 hour

Sources

The teacher could facilitate a discussion about sources for job searching with the learners. Begin with a question and answer with the whole group, discussing the merits of each source such as the local newspaper offering local vacancies and the internet providing more opportunity to search for jobs further afield.

Divide the learners into pairs or small groups. Each pair/group makes a list of as many different sources of information about job vacancies as they can. They could then list one strength and one weakness for each of the sources they have identified.

The information could be recorded In the table below. There is an example in the first row.

Source for finding a job	Strength of the source	Weakness of the source
Word of mouth	If you know someone who works at the company where a job is available, their recommendation should be reliable.	You may not like the kind of work the person is telling you about.

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