

Job Shadow Checklist

<input type="checkbox"/>	With your parents brainstorm safe job shadow opportunities
<input type="checkbox"/>	Select one of your lead possibilities & make contact
<input type="checkbox"/>	Arrange date & find out how to dress appropriately
<input type="checkbox"/>	Turn in Job Shadow form to Ms. Jessica so that you can be excused
<input type="checkbox"/>	Arrange for transportation & food
<input type="checkbox"/>	Get a good night sleep the evening prior to job shadow
<input type="checkbox"/>	Plan for plenty of travel time so that you are on time
<input type="checkbox"/>	Be engaged, ask questions, be attentive
<input type="checkbox"/>	Record your observations of the work environment
<input type="checkbox"/>	Record your thoughts, questions & observations throughout day
<input type="checkbox"/>	What did you like about your experience?
<input type="checkbox"/>	What did you notice that you didn't like about your experience?
<input type="checkbox"/>	How did you finish up your day?
<input type="checkbox"/>	What didn't you expect?
<input type="checkbox"/>	Prepare and practice your 4-5 minute presentation

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Write your host a hand written thank you note.