

Name \_\_\_\_\_ Period: \_\_\_\_\_ Date \_\_\_\_\_

## Job Shadowing Presentation Requirements and Expectations

**Assignment:** Congratulations taking your first step to securing a job shadow experience. Work closely with your parents to secure a situation you all feel comfortable with, and safe. Communicate clearly the date, time, and appropriate attire. The next step will then be to think about what questions you have and what information you wish to obtain during your experience. After your experience you need to think of a way to share this information with your fellow students by a simple oral presentation, PowerPoint presentation, or table top display. If a student is unable to participate, they can select a job of interest and do the research in preparation to a presentation or display.

### Requirements:

Each presentation should be 3-5 minutes. Table top presentations should have labeled objects/pictures. Here are some points to consider including;

Point	Oral/PowerPoint/Google Slides	Table Top
Introduction	Name, where & who you shadowed	Record your name, where & who you shadowed
Background	How you made initial contact Name of the pathway	Type of work (pictures) Name of the pathway
Environment/Schedule	Describe structure of the day & the environment. What did you liked/or disliked about it the structure. How many hours do they work in a week? What are the hours/days worked?	Pictures or examples of the environment. Labeled objects from the experience. List how many hours do they work in a week? What are the hours/days worked?
Insights	Share some interesting moments or observations about the day.	
Summary	Would this job be a good match for you? Explain	

Types of pathways: Agriculture, Business/Marketing, Family & Consumer Science, Engineering, Health, or Information Technology. (More information about Pathways on Ms. Emily's blog.)

Hints: Be honest about your experience but also remain positive and upbeat. Remember, even if the experience was not what you thought it would be, it was still a learning experience. NEVER disrespect or badmouth a former employer or someone who helped you professionally. It makes you look silly, immature, and very unprofessional. Also, you never know when that person may appear in your professional circle again.

## Presentation Rubric: Job Shadowing

Category	Exceeding Proficiency	Demonstrating Proficiency	Approaching Proficiency	Developing Proficiency	Score
<b>Preparedness</b>	Student clearly went above & beyond to prepare for the presentation. They obviously rehearsed & stayed within the time limits.	Student is prepared and has obviously rehearsed or taken time to prepare table top display.	Student seems pretty prepared but might have needed a couple more rehearsals or their table top display lacks 2 or 3 of the required points.	The student is somewhat prepared, but it is clear that rehearsal was lacking or the display lacks demonstration of thought and preparation.	
<b>Content</b>	Demonstrated higher level thinking by sharing comparisons and examples of how the experience relates to their future.	The student gained something from the experience and shared the details with the group through presentation or display. The student was able to correctly identify the associated pathway.	Didn't know enough information to introduce the company/site of job shadow. The student gained something from the experience and shared this with the group. Was not sure about the associated pathway.	Does not seem to understand the purpose of job shadowing or the job that he/she shadowed very well. Did not understand the associated pathway connection.	

**Assessed proficiency level & notes:**