HELLO, LOVELY HUMANS!

I'm giving you this day by day plan to hopefully alleviate any stress but also allow you to plan ahead/see the future, so there are no surprises. Use these reminders and get stuff done!

Boss: "How good are you at PowerPoint?"
Me: "I Excel at it."
Boss: "Was that a Microsoft Office pun?"
Me: "Word."

Job Interview Goals

Thursday 5/11 Work Day Options:

1. Work on/complete your **final journal entry, #7** and submit by 11:59 p.m. tonight.
2. Complete the **pronoun worksheet** from yesterday for tomorrow.
3. Since we are still doing conferences today and tomorrow for your digital portfolios, only some of you will receive your DP feedback today. **Take my notes/suggestions and make changes**.
4. Begin/continue working on brainstorming/drafting for your **speech**. No rough draft will be submitted, so it's all on you to keep an eye on that **final deadline of May 18th at 11:59 p.m. to turnitin.com, and in class May 19th**.

Friday 5/12 Work Day Options:

1. We will quickly go over the pronoun worksheet, but our second priority will be to **print a FINAL FINAL draft of your resume** to bring with you to your mock interview on Tuesday. I will hang on to it until then, so once it's printed, check over it once (or twice) more and then write your name on a manilla folder, place your resume inside, and hand it to me.
2. Use the feedback from our mini-conference/rubric to **make changes to your digital portfolio**. You will be able to use it on your interview. If we still haven't done your conference by the end of the hour, we will need to do so Monday.

Monday 5/15 Mock Interview Prep:

1. We will discuss dress/structure/rubric for the mock interviews Tuesday.
2. We will also do some refresher **practice mock interviews** in class.
3. With any time remaining, you can work on your **speech**. Much of Wednesday will be used to complete thank you notes, and Thursday will be your only full day to work on your speech. Don't save it until then.

MOCK INTERVIEWS ARE TUESDAY 5/16. We will meet here, grab your resumes, and head up to the media center lab together.