

## ETEC 676 Project 2-1: Proposal – Grell

### Goals and Purpose

Recent cuts to the California Education Budget resulted in ROP vocational education losing their ADA to the local school districts. The impact has been to eliminate all prerequisite classes that were driving career transition to the core classes. The CRY-ROP Career Transitions course was designed to provide job skills to those planning on entering one of the following career paths at CRY-ROP.

- CNA
- Dental Front Office
- Medical Assistant (Front Office and Clinical)
- Medical Billing
- Medical Records
- Medical Terminology
- Pharmacy Technician
- Veterinary Assistant

The course objectives that no longer will be taught are:

#### Employability Skills:

- Attendance
- Character
- Teamwork
- Appearance
- Attitude
- Organizational Skills
- Communication
- Cooperation
- **Resume Building/Interview Skills**
- Improve thinking
- Focus skills
- Improve visual attention
- Improve organizational skills
- Provide a solid foundation for improved reading.

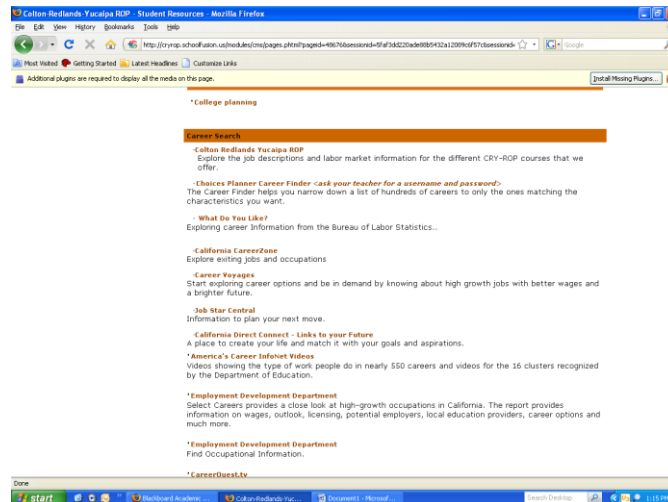
I am proposing to create an educational website to eventually replace the Resume Building/Interview Skills and Career Search links of the in the Student Resources section of the CRY-ROP website shown below. I will develop it on my website www.jgrell.com.



The current Interviewing Section is a list of URL links that can be used by a student to view random information on the web and does not have a structured approach to displaying information needed to assist the student.



The Career Search section is the same.



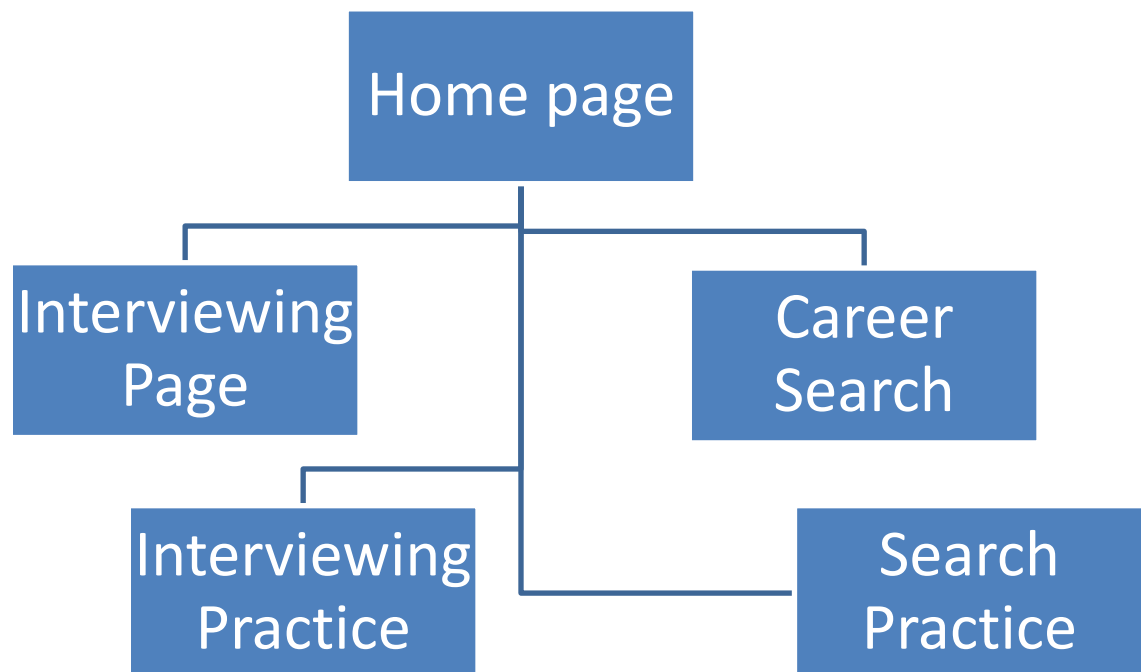
## Audience.

The website will be tailored to those going through the programs listed above and not just provided with generic information on interviewing and job search. CRY-ROP students can use this website to prepare for interviews and do a job search in a structured approach when they get within the final 6 week of completion of their program. Instructors can give class assignments to their students to go to the website to learn about how to do a job search and prepare for an interview. Graduates can use this website to refresh their skills after graduation.

## Content.

A Home Page with four content pages.

- Home page will have generic information about the different approaches to interviewing and job search and how it applies to the different fields the plan on entering.
- Interviewing Page that describes the process and guides the student through the process.
- Interviewing process page to provided a guided practice on interviewing.
- Career Search Page that describes the process and guides the student through the process.
- Career search process page to provided a guided practice on interviewing.



Note: Each content page is linked to each other page.