

<b>TEACHER:</b>	M. Puente
<b>SUBJECT(S):</b>	Career Explorations/Pre-Employment

**Charles H. Milby High School**  
Weekly Lesson Plan  
**Week#3**

<b>6-Weeks Cycle:</b>	2
<b>WEEK OF:</b>	10/21-10/25

	MONDAY	TUESDAY/WEDNESDAY	THURSDAY/FRIDAY
<b>OBJECTIVES</b>	<b>SWBAT:</b> Complete a cover letter with 100% accuracy	<b>SWBAT:</b> Complete a cover letter with 100% accuracy	<b>SWBAT:</b> Complete a cover letter with 100% accuracy
	<b>ELPS:</b>	<b>ELPS:</b>	<b>ELPS:</b>
<b>AIM VIA INQUIRY</b>	What is the purpose of a cover letter	What is the purpose of a cover letter	What is the purpose of a cover letter
	Sentence Stem:	Sentence Stem:	Sentence Stem:
<b>Warm-up /DO NOW</b>	List qualities you have that make you desirable.	<b>Which should be included in you cover letter</b>	How do you know when your cover letter is complete or good enough
<b>AGENDA</b>	Students will turn in first draft of resume to be checked by teacher.	Students will turn in first draft of resume to be checked by teacher.	Students will turn in first draft of resume to be checked by teacher.
<b>EXIT TICKET</b>			