



Task Title: Use a Jobs Map to Customize a Job Search

OALCF Cover Sheet – Learner Copy

Learner Name: _____

Date Started (m/d/yyyy): _____

Date Completed (m/d/yyyy): _____

Task Description: The learner will use the Jobs Map on a Job Board website to customize a job search.

Competency: A: Find and Use Information
B: Communicate Ideas and Information
D: Use Digital Technology

Task Groups: A1: Read continuous text
A2: Interpret documents
B2: Write continuous text
D2: Perform well-defined, multi-step digital tasks

Level Indicators:

- A1.1: Read brief texts to locate specific details
- A2.1: Interpret very simple documents to locate specific details
- A2.2: Interpret simple documents to locate and connect information
- B2.1: Write brief texts to convey simple ideas and factual information
- D.2 : Perform well-defined, multi-step digital tasks

Performance Descriptors: See chart on last pages

Materials Required:

- Pen and Paper and/or Digital Device

Learner Information and Work Sheet

In this task, you will follow instructions to customize job map searches on the Connect2Jobs website and answer questions.

Task 1: Open up the web browser on the computer. Type in or copy and paste this address: <https://employmentbghs.ca/connect2jobs/> . What is the name of the website?

Answer:

Task 2: Find the “Jobs Map” link in the middle of the screen and click on it. What happens when you click this link?

Answer:

Task 3: Look on the left side of the screen. Use the drop-down menu for each of the filters to answer the following questions.

a) Which filter would you use to see only full-time jobs?

Answer:

b) Which filter would you use to see only work from home jobs?

Answer:

c) Which filter would you use to see only jobs in health care?

Answer:

d) Which filter would you use to see only technical, paraprofessional, and skilled occupations?

Answer:

Task 4: In the Jobs Map Tools sidebar, you will find a search field above the 6 filters called "Search jobs by Keyword". This field lets you narrow results to job postings that include certain words.

Type the word "retail" in the search field. Click the small magnifying glass symbol or hit "enter" on your keyboard.

What happens to the map?

Answer:

Task 5: Think about a job you would like to do. What words could be used to describe that job. Example: Use words like "landscaping" or "designer" or "garden" if you would like to design yards and gardens.

- a) Write your job idea here: _____
- b) Write 2 or 3 different words you would use to describe that job. These are your "keywords".
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Task 6: Type one of your "keywords" into the search field. Click the small magnifying glass symbol or hit "enter" on your keyboard. Did any jobs show up on the map? Write the job title for one of them below.

Answer:

If no jobs showed up, try some of the other words until you get at least one search result or bubble on the map.