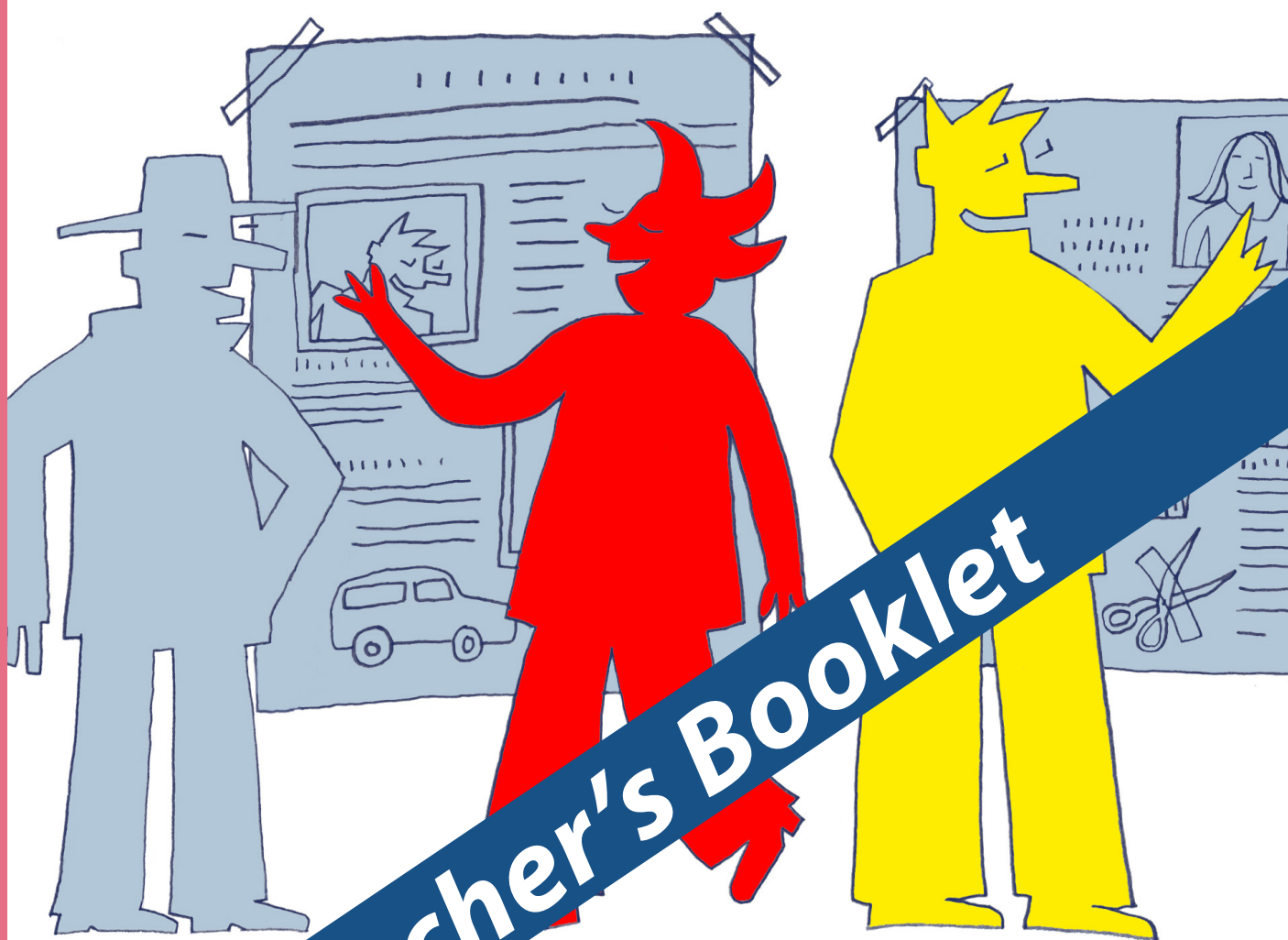


Our exploration results

Processing and presenting the data



Teacher's Booklet

JOBS

Jobs Booklet No.

7

Supporting students to prepare and realise the JOBS SCHOOL FAIR

Teacher's
page

In *Booklet 7* the students will reflect on their business exploration. They will work on several possibilities to rethink and learn. However, they will not only write reports! They will prepare products for the JOBS SCHOOL FAIR. As you can see in the students' booklets, they have four parts to work on:

Part I: Rethink your exploration experience!

Part II: Work on different products for the JOBS exhibition

Part III: How to prepare your JOBS SCHOOL FAIR

Part IV: Evaluation/conclusion

Firstly, you will support them in their short individual rethinking process (Part I). Then, they will choose from amongst many possibilities of products for the JOBS FAIR. They will need your support for this. Make sure that there will not only be posters!

The fair will be an important school event. The students will need your support. The following notes shall support you as the guiding JOBS teacher.

1 The Purpose of an exhibition

Simply put, an exhibition is a particular kind of test. Unlike most tests, which are private in nature and take place between the student and the teacher, exhibitions are public and occur primarily in the open among students and interested others.

In this sense, exhibitions are public performances of knowledge. They provide students with the opportunity to demonstrate the following:

- Communicating effectively
- Working independently
- Working collaboratively
- Applying effective research methods
- Persisting in achieving quality
- Accomplishing goals through organisation
- Solving problems
- Appreciating and understanding different perspectives
- Putting information into context
- Working creatively
- Thinking and acting ethically
- Serving and acting for the benefit of the school community

For teachers, the exhibition is a powerful assessment tool. Through the exhibition teachers can witness students' abilities to put information together in meaningful ways.

When participating in an exhibition process, teachers expect students to do more than simply recite a list of facts or present prescribed conclusions. The process requires them to think about and present their own perspectives, which may or may not differ from the perspectives of teachers, parents or the businesses they have visited. Thus, during the exhibition process the teacher assesses the student's ability to construct a meaningful perspective and then to share or communicate that perspective to others.

In this way the purpose of exhibitions is to provide students with a forum for creating and performing their knowledge of the world around them. Booklet 7 does exactly this, by supporting the students with very concrete proposals and tools as their guide. Students wrestle with the facts and the evidence, evaluating the reasoning and logic of others, with the goal of making sense of the world of the business that they have visited. That understanding is then shared with the people around them.

Once your students have produced all the different products they will require an opportunity to present these projects and products to the whole school, to the parents and to the businesses they have visited. At the school jobs fair, keep the spirit of accomplishment high and recognise the students' achievements. Invite the school and local community to enjoy, learn from, and celebrate the students' projects too.

Planning for the school jobs fair needs to begin months or weeks before the actual event.

A successful school fair requires a number of people to each handle a portion of the work.

As soon as the date for the school fair is decided, this group can designate all the assigned tasks and each person will know their responsibility. This could be a great opportunity to get parents and the school council involved; you may also want to include your school maintenance staff, A/V personnel and someone from the administration who will be necessary to ensure the event runs smoothly

3 Preparing the exhibition

A Setting the date

Since the school registration for the regional history fair is due 10 school days before the event, and you will need at least a couple of days to complete the administrative work for HF, try to hold your event at least a week before our registration deadline. Should you be able to do it even earlier, your students who are advancing to the regional competition would have the time to improve their projects.

B Organizing the space

You will probably want to set up the exhibits in the media/library centre, gym, cafeteria or a large multipurpose room. Make a floor plan of the exhibition area to determine where exhibits will be placed – allow two exhibits per six-foot table.

If students have documentaries or performances try to reserve rooms nearby. Schedule up to 20 minutes for each performance or documentary – 10 minutes for the project and 5 to set up and dismantle. For exposition of the projects, rather than judging, you might want to set up a station or two with a projector in the main exhibit area.

C Different considerations

Recognition and awards

Produce recognition certificates for all participating students. You may want to give ribbons or another type of prize to the top projects in each category, though a class treat might be nice as well. Consider giving certificates or prizes for different type of strengths: best design, best use of primary sources, best interview, most scholarly summary statement form, most dynamic title, etc. Decide when to hold your recognition ceremony: Will it be the same day or later in the week?

Refreshments

Offering treats for judges and guests shows you appreciate their extra efforts. If you can afford it, consider having treats for the participating students too. If your school has a culinary arts programme, ask the coordinator if she/he is able to supply the refreshments.

Preparing a banner, make a programme

A large, colourful banner and programmes for the day lets students and guests know they are participating in an important school event. It makes the students feel recognised for their efforts too, and acknowledges all the teacher sponsors and other people who helped make the school fair successful.

Class Tours

Make a schedule for teachers to sign up at half-hour intervals or class periods to bring their class to visit the exhibits. Students could be asked to judge at least two projects as a classroom assignment. JOBS Fair students are very proud to show their work and to be recognised by their fellow students and other teachers and school administrators.

Greeters/tour guides

If you plan to have guests and class tours you may want to train at least 10 students as tour guides and provide them with a ribbon, name tag or some kind of special identification.

Invitation and Publicity

Don't hide your pride. Invite the principal and other administrators from your school or Local School Council members and students' parents. Go into the larger community and invite the inspectors, particularly those responsible for social studies etc. Also, consider enlisting the parents' support to work on the planning committee, judge, or assist at the JOBS school fair. Ask the school newspaper or writer's club to publish your press releases, and be sure to get a story in your own school's newspaper. Ask the principal to announce the JOBS Fair on the school's public website and to congratulate the students who are especially successful just like sports champions!

Bring the community into your school too! Send invitations or press releases a few weeks ahead of the date of the school fair. Contact local newspapers, radio and TV stations as well as district newsletters. Put flyers in local stores and posters in the school to create enthusiasm for the fair. Some of this publicity may assist you later with raising funds or sponsorship.