

Lesson 11

Note to teacher:

This is the last instructional lesson. The final assessments take place after this lesson is completed. See the Final Project and Evaluation sections for details and instructions.

Materials Needed:

Computers, inFocus projector, printer paper.

Objectives:

1. The students will observe a demonstration of the Employer Database.
2. The students will search for an industry listed on their occupational information center printout in the primary industries of employment table. They will retrieve a list of employers in that industry.

Evaluation:

- Each student will print out a list of employers in their career interest industry.
- Each student will review by practicing each of the tools on the computer as needed for the final assessment activity. (Self-evaluation.)

Instruction:

1. Open the Employer Database tool in the OLMIS web site. (Bottom left corner with the other tools.)
2. There are three keyword searches for employers (employer name, industry title and industry code). We will be searching by industry title.
3. Set the radio button next to “industry title.”
4. Enter “metal” in the search box.
5. Click on “continue.”
6. Continue narrowing your search by highlighting “Sheet Metal Work Manufacturing” and then click on “continue.”
7. Click on the name of an employer to display the contact information. Show the students that a map of the employer’s location can be obtained by clicking on the link next to the company’s address on the contact information page.
8. Have the students practice with the same example and try some other search techniques.
9. Have the students search for employers in an industry shown in the industries of employment table on their OIC print out. Then print the first page of the employer information and add it to the portfolio.