

Before You Start

1. Set up your student portfolios (see Portfolio Checklist document).
2. Reserve computers with internet access for the entire unit.
3. Locate an InFocus Projector (or something similar) for the unit.
4. Make sure the students have the required pre-skills (see the introduction).
5. Make sure **you** have the internet knowledge to teach this unit.
6. Familiarize yourself with the evaluation and monitoring techniques used in this curriculum.
7. Have the students complete the Survey Sheet and include it in their portfolios.

Setting Up Your Unit

We recommend that teachers browse the QualityInfo website (www.QualityInfo.org) and familiarize themselves with the site layout before teaching this unit. Note also that because websites are dynamic and constantly changing, some of the links and pages may differ slightly from the way they are described in the lessons. This unit is not intended for use in the first week or month of school. Because there is no formal skill assessment included with this curriculum, it takes time for the teachers to determine the skill levels of the students and to build the necessary pre-skills around career awareness and self-exploration.