

# Work experience

## Cloze activity



Read or listen to these articles on [myWAY Employability](#):

- Preparing for work experience and internships ([click here](#))
- Undertaking work experience and internships ([click here](#))

### Step 1. Word search

 Look for these words in the articles and tick each box when you find the word.

<input checked="" type="checkbox"/>	Word list	Definition and example sentence
	Resume	Writing about all the work and work experience I have done “Please bring your <b>resume</b> to the interview.”
	Reference	A supervisor writes a reference to tell other people how well you do your job “Bring your <b>reference</b> to the interview.”
	Dislike	Not liking “I really <b>dislike</b> having to clean out the rats’ cages.”
	Online	Using the internet, like a website “The job application is <b>online</b> .”
	Family	Your parent/s and carer/s as well as any brothers or sisters you have “Your <b>family</b> might know someone who owns a business.”
	Practice	Doing an action or task over again so that you get better at it “I <b>practiced</b> getting ready for work experience today.”
	Clothes	What you wear “My work <b>clothes</b> have my name on them so customers can call me by my name.”
	Questions	Anything you ask someone else to find out something “I had a <b>question</b> for my teacher about using the website.”
	Experience	Something that happens to you “That school excursion to the zoo was an interesting <b>experience</b> .”



## Step 2. Finish the sentence

The sentences below are incomplete.

Use the **word from the wordlist** that finishes each sentence.

- When you go to a workplace and learn about how to do a job, it is called work **experience** (or) **safety**.
- School can help you organise a work experience. You can also search for opportunities **online** (or) in **magazines**. You can speak to your **family** (or) **doctor**.
- It's a good idea to ask your work experience supervisor for **chewing gum** (or) a **reference**.
- You can also include your work experience on your **resume** (or) in your **diary**.
- It's OK to have a list of **questions** (or) **school subjects** to ask your supervisor on your first day of work experience.
- Before you start your work experience it's a good idea to **write about** (or) **practice** how you will get to your work experience and to have your work **clothes** (or) **money** organised in advance.



## Step 3. Prepare for work



Read the article *Preparing for work experience and internships*.



**Tick three things** you can do to get ready for work experience:

