

NC-CEBU 1213 Module Fourteen – The Final Project

Assignment (Final Assignment) for submission in this module

This is your final project and it is worth 36% of your mark for this course.

Your assignment is as follows:

Using your skills that you have learned throughout this course, prepare and submit a copy of your resume. Remember to follow the steps and procedures that were studied in the course and most importantly, remember to have someone proofread it!

Prepare a copy of a cover letter for a job posting. Please select a job posting from a newspaper or the Internet. When you submit your letter, please be sure that you send along a copy of the job advertisement as well.

Submissions Required:

1. Resume
2. Cover Letter
3. Job Advertisement