

# Lesson Plan

TSAI YI-FAN

National Chi Nan University, Dept. of International Business Studies MBA, TAIWAN.

National Changhua University of Education, Graduate Institute of Human Resource

Management, PhD, TAIWAN.

Micro Lesson Video Link: <https://youtu.be/T2khxFIhYeQ>

Business/Materials	Lesson Objectives			
1 writing skill guide. 2 Job advertisement template.	1 Students can Independent thinking for different job ad formats. 2 Students can use plural sentences to write job advertisements(We/Our)			
Warm-up and Objective Discussion				
1 Teacher asks students about the concept of job advertisements. 2 Teachers remind students that job ads are written using first person plurals, avoid first-person singular I / My. 3 Teachers ask students to write two job advertisements for different positions, and not use the same content. 4 Teachers remind students that students can use the internet search for job advertisement templates and download the templates they think fit.				
Instruct and Model	<input type="checkbox"/> R	<input type="checkbox"/> W	<input checked="" type="checkbox"/> L	<input type="checkbox"/> S
1 Send Google classroom link to the student. 2 Students click on the link and automatically enter the Google classroom 3 Students click on the link "writing skill guide" and read the guide <a href="https://github.com/tsubametsai/TEN2/blob/master/writing%20skill%20guide.pdf">https://github.com/tsubametsai/TEN2/blob/master/writing%20skill%20guide.pdf</a> 4 Students choose a suitable writing module sequence, for example, Work Unit Description→ Main Motivators→ Better than peer bonus.→ Recruitment and Selection→ Managing employee performance. 5 Require students to write in first person plural, for example, “We are a ... company”, “Our ... are extremely competitive.” 6 Students refer to the writing skill guide and write in the corresponding Job advertisement template, for example, "Work Unit Description" corresponds to "Work Description", “Main Motivators corresponding to recruitment conditions”.				
Guided Practice	<input checked="" type="checkbox"/> R	<input checked="" type="checkbox"/> W	<input type="checkbox"/> L	<input type="checkbox"/> S
1 Students download templates from Google classroom. 2 Students are assigned to write job advertisements for different positions: Student A: Financial Assistant and Sales Manager. Student B: Website designer and graphic designer. Student C: Product Assistant and Production Manager. 3 Students use mobile devices to edit templates. <a href="https://github.com/tsubametsai/TEN2/blob/master/job%20advertisement%20template.pdf">https://github.com/tsubametsai/TEN2/blob/master/job%20advertisement%20template.pdf</a> 4 Students confirm that their recruitment ad templates are written in order: Company Name→ The Position→ Requirements→ Responsibilities→ The Location→ Why Should You Apply. 5 Teachers require students to use positive sentences: “We are a growing...”, “We believe				

in...”, “We offer...”.

### Independent Practice

☒ R

☒ W

☐ L

☒ S

1 Students use their own template to write another job advertisement:

Student A: Marketing Specialist.

Student B: Sales Representative.

Student C: Computer Engineer.

2 Students completed 2 job advertisements (templates provided by teachers, students' own templates).

3 Students upload completed templates to Google classroom.

4 Teachers set review permissions let that each student can review job advertisements submitted by other students.

5 The teacher asks Student A to read the job advertisement of Student B, Student B to read the job advertisement of Student C, Student C to read the job advertisement of Student A, and ask students if they understand the content of the recruitment advertisement.

6 The teacher asked the students to comment, and the students used the first person sentences "I think ...", "I feel ..." to answer.

7 Teachers review student work in Google classroom and write feedback and suggestions.

8 Teachers archive lessons and assignments and students can view them at any time.

### Assessment

☒ R

☐ W

☒ L

☐ S

1 Students write job ads in two different templates.

2 Students can use first person plural sentences to write job advertisements (We/Our).

3 Students write according to the content of the template (Company Name→ The Position→ Requirements→ Responsibilities→ The Location→ Why Should You Apply).

4 Students use first person sentences to comment.

5 Student is not using Imperative Sentence (We ask.../ We demand.../ We desire...).

(According to the survey, use Imperative Sentence to writer job advertisements are the most offensive).