

Name_____

Period_____

Review Sheet for PACE 2 Final Exam Spring 2010

Google Docs

Advantages

Disadvantages

Copyright Laws

Piracy

-What is Piracy? Why is it bad?

Fair Use

-What is Fair Use? Give an example

Netiquette

Definition

Biography

Why write a biography? What can you learn from other people?

Researching Methods

-Where are the Encyclopedias located in the Library?

-What are some other resources for finding out reliable information about people (don't say the internet, be specific)

Career Research

What careers did you research and what did you learn about them?

Why do this type of research as a sophomore?

What Career Learning Area are you interested in and why?

What are other factors about a career that you should consider before going into that field?

Resume

What categories go on a resume?

References

Why would you make someone a reference?

What information is needed for a reference?

Cover Letter

What is the purpose of a cover letter?

How do you write an effective cover letter?

Interviews

How do you make a good first impression for an interview?

Be able to answer the commonly asked interview questions.

College/Tech/Trade School Research

What are some advantages to going to a community college?

What are some reasons to go to college?

What are some things you can do in your next two years of school to prepare for college?

What are some differences between a community college and a university?

How can you pay for school? (list a few options)

Career Learning Areas

Tell me a little bit about the CLA you have forecasted for...