



## Hypermedia Worksheet

**Directions:** Develop a Web-based training course to teach job-search skills to recent college graduates. Use a sheet of blank paper to write your answers to the following questions and then draw a simple hypermedia interaction flow chart. A sample outline of one possible job skill is provided below.

### Questions

**1. List the skills required to find a job.**

After completing this WBT course learners will be able to:

¥ Prepare a resume

¥

¥

**2. List the subskills, knowledge, and references that will help learners master the learning objective.**

¥ Prepare a resume

Explain the purpose of a resume

Determine type of job sought

Identify best type of resume (chronological, functional)

Define what you can do for potential employer

Write summary statement

Assess job skills, knowledge, and talents

Collect data on previous positions held (when, where)

Gather data on training and educational accomplishments

Write sample resume

Understand resume-screening criteria

Read article on evolution of resumes

Prepare do's and don'ts checklist

¥

¥

**3. Create a hypermedia flow chart that shows the relationships between the content of your course and additional resource material on the World Wide Web. Figure 7.42 provides a sample of a simple hypermedia flow chart.**