Assignment #4: Fill Out a Job Application

Watch the following video: [How to Fill Out a Job Application](https://youtu.be/VIRvxk9Gcf8)
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Assignment

You can choose which assignment you want to do, apply in person (paper application), or apply online.(Internet application)

Assignment #1: fill out a hard copy (paper version) job application

Click on the link, Resource: Job Applications. https://www.job-applications.com/ Next, download a job application of your choice from the list of businesses. Print the job application. Fill it out. Keep in mind:

- Fill out the entire application.
- Use only black or blue ink
- Do not leave any blanks. If something does not apply, put NA.
- Include details on your application, such as first and last names, addresses, dates, reason for leaving, computer skills, or school course of study when asked (general education is fine.)
- Do not forget to sign and date the application
- Make sure your writing is neat

Turn the application into your teacher. Once it is returned you can scan it and add it to your ePortfolio.

 Assignment #2: fill out an electronic copy (online) job application

1). Open the Internet and go to google.com

2). Search "Job Applications Online." Select an online application.

3). Fill it out just as you would a hand-written application.

4). When you are finished, do not press, "Send."

5). Show the online application to your teacher before you exit the website.

For extra credit, do both assignments