

**COOPERATIVE EDUCATION  
THIRD-TIME ASSIGNMENT**

The following are the requirements for students enrolled in their third semester of Cooperative Education and their point values for grading purposes.

Each paper should be at least **two (2) pages, double-spaced typed using 10 or 12 point size, one inch margins all around, college level English and composition. Spelling counts!** This assignment may be turned in anytime between the start of the semester and **May 29, 2022**.

**NONE** will be accepted after the deadline. **NO EXCEPTIONS!** Questions? Email [coop@lavc.edu](mailto:coop@lavc.edu)

Please email your completed assignment to [coop@lavc.edu](mailto:coop@lavc.edu)

- Assignments must be submitted as a WORD or PDF document.

**Assignment (80 points possible)**

1. Select three (3) other career interests which you have.
2. Research these careers. Write at least a two (2) page, double-spaced, typed report on each.

Include in each report:

- a. A brief job description (If you can get one from a company, attach it)
- b. Have at least one interview with a person in that position. (Include person's name, company, and company's address)
- c. Salary range.
- d. Education and experience requirements.
- e. Personal traits needed for the job.
- f. Job outlook in California and nationally. You can get this from the Occupational Outlook Handbook and the Eureka Computer in the Career Center, LAVC.

**GRADING SCALE**

The paper is worth a total of 80 points. (45% of final grade). Employer rating/evaluation is worth up to 100 points. (55% of final grade). Total points possible is 180.

153 – 180 points = A  
126 – 152 points = B  
108 – 125 points = C  
90 – 107 points = D  
89 and below = F

It is your responsibility to notify the Cooperative Education Office immediately if you change jobs, locations, supervisors, or phone numbers. If we cannot contact your supervisor near the end of the semester you'll be unable to receive credit.

**Copying from another source (plagiarism) will result in an automatic FAIL.**

Plagiarism is:

- using researched information word-for-word without quotation marks or
- using a long string of quotes within the text or
- not properly citing the source where you got the information or
- paraphrasing the information by only changing a few words