

Thursday, October 14, 2021 (classes 13 of 30!!)

Today: *Session I:*

- 1101: Career opp's cont'd: Peer-review cover letters!
- 1103: Quiz #2!

Session II: Both subjects: Review for midterm exams!!

Tomorrow? (Fri. Oct. 15? *or* Monday Oct. 18?): Final resumes & cover letters due by email!

Tu. & Th. Oct. 19 & 21: MIDTERM EXAMS! *in class!*

- Tu: 1101 Intro; Th: 1103 Civ Pro!
- Both days: Bring court system maps & charts, and a writing instrument!

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DO NOW!! Get a student's cover letter!! Read it, and write at least two (2) compliments (what the student did well), ***and*** at least two (2) suggestions (what the student might do differently). ***Be ready to discuss!!*** 😊

Cover letter = letter to potential employer stating that you are applying for position, and enclosing your resume.

- It "covers" your resume!
- It should highlight two or three items particularly relevant to this position!