

Working

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Finding That Job

Time Out (page 4)

1. The employment section of a newspaper is called the help wanted or classified section.
2. A newspaper index is generally found on the first or second page of the paper.
3. a. The letters in the index tell you what section the information is in.
b. The numbers tell you what page within each section.
c. In this index, the employment section is called the classified section.
d. It would be found on pages 1 through 31 of section D.

After this activity, you may want students to respond to similar questions about their own local paper. First, have them list, either orally or in their journals, what newspapers are available in their area. If you live in a suburban area, what would be the difference in looking for a job in a small, suburban paper as opposed to the larger city paper? (Generally, the local paper will list job openings in the immediate area, while the larger city paper will list opportunities all over the city.) If the local paper is a daily, what is the best day or days to look in the classified section? (The classified section is generally larger on Sunday.) If a local paper is a weekly, what day does it come out? Why would this be important to know if you were looking for a job? (You would be among the first to respond to an interesting ad.) Have students become familiar with their local papers.

Time Out (page 5)

1. The want ads are put in the paper by businesses that want to hire people.
2. Usually the ads are listed in alphabetical order by type of job.
3. An abbreviation is a shortened form of a word.