|  |  |  |  |
| --- | --- | --- | --- |
| **1. Brainstorm**  List some industries and types of work that you are interested in, currently working in or would like to work in the future. | | | |
|  | | | |
| **2. Industry** Choose an industry that will be the focus for your investigation. | |  | |
| **3. Practical Tasks/Products** Complete the table below, by brainstorming practical tasks/products in your industry. You may need to do some research to help you come up with ideas. | | | |
| **Task/Product** *Making a three course meal (Modern Australian)* | **Knowledge Needed** Ingredients | **Skills Needed** Using tools (knives) | **Research Ideas** Interview Chef |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **4. Summary**  Chose one of the tasks or products above. This will be your task for your practical investigation. Write about: Why you chose it. What your aims are. What skills and knowledge you aim to gain from the task. | | | |
|  | | | |

**STAGE 2 WORKPLACE PRACTICES**

**Practical Investigation – Planning tools for students**

**Practical Investigation** Choosing your topic

**Practical Investigation** Planning your Investigation and Analysis

|  |  |  |
| --- | --- | --- |
| **Objective** Paste your objective here: |  | |
| **Section Titles** Identify 5-6 key areas that you must research and analyse, in order to complete your Practical Task. Think about things that you must know in order to be successful. List these 5-6 areas below. These will become your section titles. | | |
| **2.1** | ***Key Area:*** | |
| **What will you need to research?** |  | |
| **Possible Sources** | | |
| **Primary:** | | **Secondary:** |

|  |  |  |
| --- | --- | --- |
| **2.2** |  | |
| **What will you need to research?** |  | |
| **Possible Sources** | | |
| **Primary:** | | **Secondary:** |

|  |  |  |
| --- | --- | --- |
| **2.3** |  | |
| **What will you need to research?** |  | |
| **Possible Sources** | | |
| **Primary:** | | **Secondary:** |

|  |  |  |
| --- | --- | --- |
| **2.4** |  | |
| **What will you need to research?** |  | |
| **Possible Sources** | | |
| **Primary:** | | **Secondary:** |

|  |  |  |
| --- | --- | --- |
| **2.5** |  | |
| **What will you need to research?** |  | |
| **Possible Sources** | | |
| **Primary:** | | **Secondary:** |

**Class Example:**

**Opening and running my own coffee shop, selling hot beverages and food to staff and students.**

**2.1 Business Management**

Finance, Managing personnel, Wages, Ordering

**Sources:** Café owner, Barista, Business Owners, Internet, Books

**2.2 Advertising**

Mediums (formats of advertising), what works, how to get peoples’ attention, Examples/Competition

**Sources:** Examples (Analyse existing advertising campaigns), Advertisers/Advertising Agency (Email), Graphic Designers (Email),

**2.3 Products**

**2.4 Customer Service**

**2.5 Hygiene and WHS**

**Practical Investigation** Planning your Practical Task

|  |  |
| --- | --- |
| **Instructions:** Divide your planning into 3-5 main sections. Think about what you need **organise, prepare, plan or create.** | |
| **3.1** | ***Section Name:*** |
| **What will you need to do in this section?**  **Why?** |  |
| **3.2** | ***Section Name:*** |
| **What will you need to do in this section?**  **Why?** |  |
| **3.3** | ***Section Name:*** |
| **What will you need to do in this section?**  **Why?** |  |
| **3.4** | ***Section Name:*** |
| **What will you need to do in this section?**  **Why?** |  |
| **3.5** | ***Section Name:*** |
| **What will you need to do in this section?**  **Why?** |  |