

Hi, here are some instructions for a project we'd like to try.

## A DAY IN THE LIFE OF...

In this project it is important that you identify clearly the job of the person you are writing about.

Firstly decide who's day you are going to report on. The easiest person could be a family member. You should put aside a certain about of time to spend talking to your subject.

We would like your finished project to cover the following sections.

FACTS

The name (only the first name is necessary), age and sex of the person you are interviewing.

Their job

Their job title (if they have one).

How long they have been doing the job.

Any qualifications they needed before they could do the job.

BACKGROUND INFORMATION

The place they work – indoors or outdoors (or both) – an office or a factory etc.

People they may work with - not names just numbers and whether they work with them all the time or just some of the time.

The hours that they work – do they do the same each day – do they work weekends – do their hours vary each day or week?

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AN AVERAGE DAY
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In this section you should ask your subject to describe an average day. You could do this as a diary entry, hour by hour.

LIKES

Find out one or two things your subject really likes about their job.

DISLIKES

Find out if there are any parts of the job that the person doesn't like.

SOMETHING UNUSUAL

Ask them to explain to you something unusual that has happened in the time they have been doing their job.

WHERE NEXT

Try to find out if your subject has any idea as to what job they might be doing next. Is there a "ladder" within the company so that they know the next step up.

CONCLUSION

Finally, write a conclusion giving your opinion about the work the person does. Would you like to do it? If so, why? If not, what are the reasons you don't think you would like it?

Your report should be between 1,000 and 1,500 words.