

CIC Assignment Checklist

Unit	Assignment	Completed (✓)
1 - Preplacement	Cover Letter	
1 - Preplacement	Interview	
1 - Preplacement	Human Rights & Harassment	
1 - Preplacement	Safety	
1 - Preplacement	Attitude Confidentiality Values	
1 - Preplacement	Dressing Responsibility & Customer Service	
1 - Preplacement	Employment Standards	
1 - Preplacement	Unions	
2 - Integration	Information Interview Email	
2 - Integration	Budget Email	
2 - Integration	Employment Trends Email	
2 - Integration	Goals Email	
2 - Integration	Communication Conflict Email	
2 - Integration	Decisions Email	
2 - Integration	Skills Email	
2 - Integration	Safety Email	
2 - Integration	Time Managment Email	
2 - Integration	Job Sources Email	
2 - Integration	Stress Email	
2 - Integration	Manners Email	
2 - Integration	Look and Diet Email	
2 - Integration	Situations Email	
2 - Integration	Assertiveness Email	
2 - Integration	Leaving Email	
3 - Culminating	Employment Portfolio Email	
3 - Culminating	Exit Resume Email	
3 - Culminating	Final Email	
Weekly	Journals	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20
Weekly	Hour Logs	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20