**Diary of work experience**

***This diary should contain 5 pages and be between 1500 and 2000 words in total. Page one is the cover page as below. Pages 2,3,4 should be one day each. Page 5 is the final evaluation page***

**Student name**

**Name and address of employer**

**Dates of work experience**

**Title of job**

**Job Description *Describe the work you had to do***

**Why I selected this placement**

***Link to your interests. Your career choice and your leaving cert subjects***

***Three individual days following these general points- each day on a separate page***

**Diary of Work Experience**

**Day: Start time**

**Date: Finishing time**

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**Duties performed**

**Training received**

**Instructions received**

**Interactions with staff**

**Observations**

**Problems encountered**

**Mastered unfamiliar tasks**

**My perception of how others viewed me**

**Evaluation of today**

***Final page should contain the following two headings***

**Evaluation of the Experience**

***Say how it helped/helps you with study both in school now and in college in the future***

***Say how it links to your career aspirations: are you still interested in a career in this area having done the work placement. Refer to a third level course or apprenticeship etc that you could do in this area***

**Application of what was learned**

***Must give an action you will now do as a result of either the knowledge you gained or the skills you gained from doing the work placement***

***Need a separate action for Home, School and the Community***

***e.g. I will now help in….***

***I will now volunteer to…..***