



Remote and Virtual WBL Options

Introduction

This fact sheet provides a summary of remote and virtual options for a variety of Work-Based Learning activities. It is not intended as an exhaustive list, but rather a guide for WBL coordinators, teachers and intermediary or program staff seeking to develop quality opportunities for their students while most school activities are being conducted remotely.

Remote activities are defined as those that promote “live” student contact with adult professionals and front-line workers through the use of technology.

Virtual activities are defined as those that are generally simulations and provide employer exposures through recordings, online research and related classroom activities.

Hybrid activities are defined as those that combine both remote and virtual components.

When offering remote and/or virtual options to students, it is important to pay attention to technology access and equity in the distribution of opportunities in addition to ensuring the necessary permissions, protections and guidance are in place to promote student safety.

Summary of Remote and Virtual Options by WBL Activity

The summary activities described below are detailed in each activity guide’s companion sheet, Remote and Virtual Options. The options sheets are intended to be used in tandem with the complete guide, checklists and tip sheets for the activity.

Guest Speaker – A group of students listen to a presentation to learn about the speaker’s organization, careers and industry and ask questions to help them consider whether they might like to pursue a career in the industry.

- **Guest Speaker Remote Classroom**
An industry or employer partner visits a remote classroom as a guest speaker and provides a presentation on the speaker’s career, business or organization and industry. Students ask questions to help them consider whether they might like to pursue a career in the industry.
- **Guest Speaker Virtual Activity**
An online recording of a guest speaker is used as a foundation for an activity and discussion in the classroom.
- **Guest Speaker Hybrid Activity**
After recording a session arrange for the guest speaker to return to the remote classroom for a short amount of time to answer specific questions from a new group of students. Play the recording prior to the speaker’s visit,

Please see the [Guest Speaker Remote and Virtual Options Sheet](#)



- **Career Day** – Business partners from a variety of companies come together at a school to share information about their company, their job and the education and skills required for success in careers in the industry.
 - **Career Day Remote Classroom (with Breakouts)**
Host an interactive, online career day where employers visit a classroom or classrooms remotely. After a panel presentation, students visit individual industry partners in breakout rooms. At the end of the session, the class comes back together to share what they've learned and reflect on the activity.
 - **Career Day Remote Classroom (Sequenced)**
Schedule a number of industry partners to visit the remote classroom or set of classrooms throughout a school day.
Combine a brief Guest Speaker activity followed by a group informational interview.
 - **Career Day Research and Share**
Have students conduct online research on a range of careers in an industry of interest, gather information, find compelling recorded presentations on careers in the industry and have them share their findings in the remote classroom.
Consider making it a team-based activity and have a small group of students work together and prepare a presentation for the rest of the class or pathway cluster.
 - **Career Day Hybrid Activity**
Record a career day panel and use it as a basis for a remote classroom activity
If possible, have one or more of the career day panelists visit the remote classroom to share information and answer questions.

Please see the [Career Day Remote and Virtual Options Sheet](#)

- **Career Mentoring** – A student is matched one-on-one or in small groups with an adult professional to explore potential careers and related educational issues.

Remote Note

Students who are currently paired with a Career Mentor may continue to receive support via telephone or some other technology if the necessary permissions, protections and guidance are in place to promote student safety.

- **Workplace Tour** – Small groups of students visit a workplace, learn about the business, meet employees, ask questions and observe work in progress. Teachers also benefit from exposure to the workplace.

Remote Note

Some employers may be in a position to conduct a remote tour of their workplace, perhaps as part of a scheduled Guest Speaker activity.



- **Informational Interview** – A student formally interviews an employer partner about his or her industry, educational and career path and chosen profession.
 - **Remote Informational Interviews (by Phone or Internet)**
A student formally interviews an Industry Partner over the phone or internet about his or her industry, educational and career path, and chosen profession.
 - **Virtual Informational Interviews**
Students review a prerecorded interview with an industry professional in the remote classroom and engage in a guided discussion after the interview. What did you learn? What surprised you? What do you wish the person had been asked? How can you follow up to learn more? (See below for some sample links). Consider having students conduct on-line research to locate prerecorded interview session with employers and use those on the classroom.
 - **Informational Interview Hybrid Activity**
A model where small groups interview an industry partner via Skype, Zoom, Microsoft Teams, Google Meet or some other technology; and record the session to then use to form the foundation for a classroom activity and discussion.

Please see the [Informational Interview Remote and Virtual Options Sheet](#)

- **Job Shadowing** – A student is paired with an employee of a host company and follows that employee during much of a regular workday. A job shadow provides students the opportunity to experience the workplace, understand the various roles and duties of a particular occupation, learn about the business, connect with a working adult and observe work in progress.

Remote Note

Job shadowing does not lend itself to remote or virtual activities.

- **Mock Interview** – Students are paired one-on-one with a business partner who interviews each student as if he/she were being interviewed by an employer for a paid internship or job.
 - **Remote Mock Interviews (by Phone or Internet)**
A student is formally interviewed via telephone, FaceTime, SKYPE, Microsoft Teams or Zoom by an Industry Partner as if they were applying for a job with the company the partner represents.
 - **Mock Interviews Remote Classroom**
Multiple Employers are invited to a remote classroom and are assigned to breakout rooms and interview a number of students individually.
 - **Mock Interview Hybrid Activity**
View a recorded mock interview and have students critique it in the classroom.

Please see the [Mock Interview Remote and Virtual Options Sheet](#)



- **Workplace Challenge** – Small groups of students (four to six per team) are engaged in a problem-solving exercise issued by an employer in consultation with a teacher or counselor.
 - **Remote Workplace Challenge**
Please see the Provider Guide: The Workplace Challenge

- **Internship** – A student has the opportunity to learn by doing real work and being productively engaged in the workplace. Students may work individually, in teams, work on a project, or rotate through a number of departments and job functions.
 - **Remote Internships**
Please see the CareerReady Work Learn_Grow_Remote Internship Industry Partner Guide

 - **Virtual Internships**
Created by Sue Gubing and WBL Coordinators with the support of Perkins funding, each Virtual Internship involves selecting one of more than 70 occupations, conducting guided research on the occupation and its educational or training pathway followed by the completion of three simulated task associated with the job.
<https://sites.google.com/site/virtualinternshipswbl/2020-virtual-internships>

 - **Xtreme Intern**
XTREME INTERN is an educational and career assessment tool that is designed to assist High School and College bound students in recognizing their interests, natural talents and abilities, while applying them to virtual real-world career experiences.

- **Work Experience** – An opportunity for a student to develop and demonstrate professional and occupational skills by addressing a core business function and doing productive work with an employer.
 - **Remote Work Experience**
Digital Summer Youth Employment Toolkit 2.0
<https://aspencommunitysolutions.org/report/digital-summer-youth-employment-toolkit-2-0/>
The Aspen Institute Forum for Community Solutions released [the 2.0 version of our Digital Summer Youth Employment Toolkit](#) December 16, 2020. This resource builds on the initial toolkit from June 2020, and is informed by implementation lessons from 2020’s “summer like no other” from communities across the [Opportunity Youth Forum](#) (OYF) network and national partners.