

# P2W Skills for Success

## Activity Set 5: Internet Research



[www.pathwaytowork.ca](http://www.pathwaytowork.ca)

Funded by the Government of Canada's Adult Learning, Literacy and Essential Skills Program.



## 5.1: Getting Started

### PART 1

#### Let's Talk!

- Where do you go to find information?
- What do you find most difficult when searching the internet?
- What do you find easy?
- How is the internet different from other sources of information?

### PART 2

#### What?

Conducting internet research includes techniques to find and evaluate the results of your searches.

#### Why?

To find reliable information you can use to answer questions, plan, make decisions, etc.

#### Who?

- ✓ Geological technicians conduct internet research to learn about new equipment.
- ✓ Early childhood educators research ideas for fun and educational activities they can do with children.
- ✓ Students conduct internet research to prepare presentations on assigned topics.

#### What's involved?

- Establishing what you want to know
- Carrying out keyword searches
- Evaluating information sources
- Locating required information

#### How about you?



List some situations when you have researched something online.

1.

2.

3.

How comfortable are you using this skill?

I need a lot of practice

I'm very comfortable

1

2

3

4

5

6

7

8

9

10

## 5.2: Search Techniques

Your goal when using the internet for research is to find information that is relevant, reliable and useful. Here are a few things that can help you conduct internet research.

### Establish your goal

Think about the question(s) you would like answered or the specific information you want. Having a clear goal keeps your research on track and organized.

### Use search terms

Rather than searching with whole sentences, use words or phrases that capture key ideas. Put a word or phrase inside quotation marks ("...") to search for an exact match.

### Refine searches

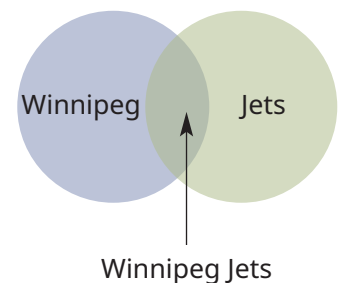
You can combine keywords to narrow or broaden your results.

Placing the word **AND** between keywords narrows your search. It connects two or more topics into one.

Results will contain both terms.

This can be useful when your search terms are broad and can have multiple meanings.

For example: Winnipeg AND Jets gets results that include both words.

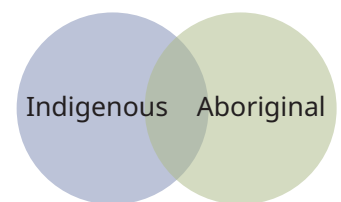


Placing the word **OR** between keywords broadens your search.

Results will contain either or both terms.

This can be useful when a topic is known by two different names.

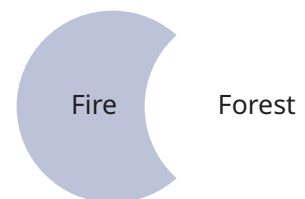
For example: Indigenous OR Aboriginal gets results that include either or both terms.



Placing the word **NOT** between search terms narrows your search.

It eliminates results that mention the second term.

For example: Fire NOT forest excludes results that mention the word forest.



## 5.2: Search Techniques

Google has its own ways of refining web searches. Here is a list of common search techniques you can use when searching for information with Google.

Search	Technique	Example
Social media	Put @ in front of a word	@tiktok
For a price	Put \$ in front of a number	blender \$100
Hashtags	Put # in front of a word	#TRC
Exact match	Put a word or phrase inside quotes	"minimum wages in Canada"

### Verify your sources

When conducting research online, you need to be able to verify that the information you find is accurate, relevant and current.



Here are some tips:

- Use more than one source.
- Use websites or URLs that end in .ca, .edu, .org and .gov.
- Check that author(s) are listed.
- Check that a date appears somewhere.

## 5.3: Internet Search

Conduct an internet search to find the information requested below.

1. Define your search terms.
2. Use one or more of the techniques described in 5.2: Search Techniques to broaden or limit your search.
3. Record the websites where you find information.

Find out...	Search terms	Website
a) Who invented the game of basketball		
b) In what year Canada's Maple Leaf flag was adopted		
c) An interesting fact about the Maple Leaf flag		
d) The name of the only octopus that lives on land		
e) The name of one organization in your province or territory that deals with workplace safety		

### Let's Talk!

- Are you confident you found reliable information? Why or why not?
- What did you look for to help you decide whether something was accurate?



## 5.4: Job Bank

The Government of Canada has a website that helps connect job seekers with employment opportunities. The Job Bank website has tools you can use to plan your career, explore the labour market and find a job.

1. Go to the Job Bank home page to find these icons. Use the search terms “Canada Job Bank”.



2. Each of the icons above takes users to a database. Which icon would you click to find:
  - a) A job as a sales clerk?
  - b) The employment outlook for construction labourers?
  - c) The education and training requirements to become a chef?
3. Review the content on the website by clicking on each icon. Make notes about what you find and how you can search for the information you need.

 Job search Find a job	 Career planning Choose a career	 Trend analysis Explore the market

### Let's Talk!

- Do you have any experience using job search websites?
- Which ones have you used?
- Which ones do you like? Why?
- Which ones do you dislike? Why?

## 5.5: Occupational Research

The internet is a great source of information about occupations. Follow these steps to learn about an occupation that interests you.

### 1. Compare different jobs

- Go to Work BC's Career Trek website. Use the search terms "Career Trek BC"
- Click on Careers A-Z
- Skim the list of careers and choose two that interest you
- Watch the videos, then fill in the table below

Career	Four-digit NOC code	What did you learn from the worker in the video?	What surprised you about the occupation described in the video?

### 2. Choose one of the occupations to learn more about.

- Go to the Job Bank website
- Click on Career Planning – Choose a Career
- Select "search by occupation" from the drop-down menu
- Enter the Occupation and province, city or postal code into the search fields

## 5.5: Occupational Research

3. Answer the questions below about the occupation.

a) What is the name of the occupation?

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b) What duties do people in this occupation typically perform?

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c) What is the median wage for this occupation?

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d) What is the labour market outlook?

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e) What are the educational requirements?

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f) What skills do these workers require?

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