| KW | Date           | Monday  | Tuesday   | Wednesday  | Thursday  | Friday  |
|----|----------------|---|---|--|---|---|
| 44 | 31.10 04.11.   |   | All Saints' Day                                 | Project start: Welcome<br>group, individual talks,<br>Application photos | Introduction to the online<br>tools and vision<br>board             | Professional<br>profiling                         |
| 45 | 07.11 - 11.11. | Application training                          | Application training                            | Healthy lifestyle (online)   | Job fair:<br>Profiles and handling<br>(online)                      | Application training                              |
| 46 | 14.11 18.11.   | Preparation for the<br>internship<br>(online) | Application training                            | Strengths -<br>Weaknesses: What<br>competences do I<br>have?             | Further education<br>and qualification<br>(online 9:00-10:30)       | Application training                              |
| 47 | 21.11 25.11.   | Communication                                 | Concentration<br>(online)                       | Cybercrime (online)  | Temporary work<br>Presence 10:00-12:00h<br>Steinachstr.11 FIT1+FIT2 | Job fairs and<br>concrete acquisition<br>(online) |
| 48 | 28.11 02.12.   | Healthy lifestyle (online)                    | Etiquette in the<br>world of work               | IT training  | IT training   | Dealing with conflicts<br>(online)                |
| 49 | 05.12 09.12.   | Self- and time<br>management<br>(online)      | (Social)<br>insurance system                    | Internship   | Internship  | Internship  |
| 50 | 12.12 16.12.   | Internship                                    | Internship                                      | Internship   | Internship  | Internship  |
| 51 | 19.12 23.12.   | Internship                                    | Internship                                      | Reflection/evaluation<br>(online)  | Labour law: rights and duties                                       | Report language:<br>Job references<br>(online)    |
| 52 | 26.12 30.12.   | Christmas Day 2                               | Conclusion, evaluation<br>and final discussions |  |   |   |

Most of the topics are taught in attendance, nevertheless the programm has online parts which can be attended from shool/company/home if the technical settings are given.