LEARNING BOX OF UNPLUGGED ACTIVITIES

The job interview

In this unplugged activity, participants must design an effective morning routine to ensure they are fully prepared for an important job interview. They are given a fixed time window (e.g., 2–3 hours before the interview) along with a set of tasks such as waking up, personal preparation, travel, reviewing materials, and handling unexpected situations.

The challenge is to organize these tasks into a realistic and efficient sequence, ensuring everything is completed on time without unnecessary stress or delays. Participants must consider priorities, timing, and dependencies between actions (e.g., preparing documents before leaving, accounting for travel time).

Target Group

- ☐ Low-skilled adults with low digital competences
- ☐ Low-skilled adults with limited formal education or qualifications
- ☑ Low-skilled adults with low participation in lifelong learning / training opportunities

Learning Objectives

- Analyze the requirements and constraints involved in preparing for a job interview
- Identify key tasks and priorities within a limited preparation time frame
- Recognize patterns in effective interview preparation strategies and routines
- Apply abstraction to focus on essential preparation steps and timing considerations
- Design a clear and realistic sequence of actions for structured preparation

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Theme

Personal time management and preparation for a professional job interview

Duration

60 mins

Level

Intermediate

Computational Thinking Steps Used

- ☐ Decomposition
- ☑ Pattern recognition
- ☑ Abstraction
- ☑ Algorithmic thinking

Methodological Approach

- ☐ Gamification
- ☐ Challenge-Based Learning
- ☐ Collaborative learning
- ☑ Experiential learning

Competence Areas

a) Innovation Competences

- ☑ Creativity
- ☑ Critical thinking
- ☐ Problem solving
- ☐ Communication
- ☐ Collaboration

b) Information Literacy Competences

- ☐ Ability to access, understand and critically analyse information
- ☐ Interpretation of digital and visual content
- ☐ Awareness of media influence and biases

c) Life and Career Competences

- ☐ Flexibility and adaptability
- ☑ Initiative and autonomy
- ☐ Sociability and intercultural competence
- ☑ Productivity
- ☑ Leadership and responsibility

Learning Outcomes

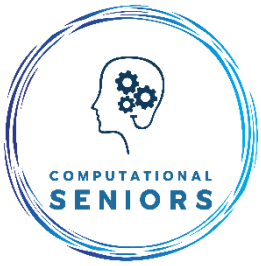
- Organize a structured sequence of tasks to prepare effectively for a job interview
- Identify and prioritize key actions within a limited time frame
- Recognize patterns in successful preparation strategies and routines
- Focus on essential actions while managing constraints such as limited time

Notes

- Use a realistic and relatable time frame (e.g., 2–3 hours before the interview) to ground the activity.
- Include a mix of essential tasks (hygiene, dressing, documents, travel) and optional ones (extra preparation, relaxation).
- Introduce dependencies between tasks (e.g., printing documents before leaving, checking route before departure).
- Add small constraints such as limited time, travel

uncertainty, or last-minute issues to increase complexity.

- Avoid overloading participants with too many tasks; focus on sequencing and prioritization.



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The job interview

Step 1: Understand the situation and constraints

Participants are presented with a scenario: they have an important job interview in a few hours. They are given a fixed time window (e.g., 2–3 hours before departure), a list of tasks (shower, dress appropriately, prepare documents, review notes, breakfast, commute, etc.), and possible constraints (traffic uncertainty, limited time, distractions).

They review all the elements and focus on what is essential to be ready on time.

Computational thinking focus: Abstraction, identifying the most important actions and constraints needed to prepare effectively.

Step 2: Identify patterns in effective routines

Participants reflect on what makes a morning routine efficient and stress-free. They look for common patterns such as task order (e.g., personal preparation before leaving), time dependencies, and typical preparation flows before an interview.

They use these patterns to start structuring a logical sequence of actions.

Computational thinking focus: Pattern recognition, identifying recurring structures in successful preparation routines.

Step 3: Build and justify the final routine

Participants design a complete step-by-step morning routine, ordering all tasks within the available time. They must ensure the plan is realistic, avoids conflicts, and includes enough time for travel and preparation.

Each participant or group presents their routine and explains why they organized it that way, including how they managed time and priorities.

Computational thinking focus: Algorithmic thinking, creating a clear, ordered sequence of actions to achieve a goal efficiently under time constraints.