

Use of the Self-Training Package

"Working for Canada ...at Home and Abroad" may be used in independent study sessions when scheduled orientation sessions are not available. Here are some guidelines for self-study.

The video comprises four sections ranging in length from four to ten minutes. Each of the sections correspond to a unit in the Video Guide. On the compilation VHS tape, the four sections are joined together under the opening title **"Working for Canada ...at Home and Abroad."**

The video host introduces each topic at the beginning of the section and, at the end, tells you where we are headed next. The four sections are:

1. The opening sequence which describes the Department's activities. In the Video Guide we refer to this section as "The Department's Role."
2. The sequence on the structure of the Canadian government. In the Video Guide this section is called "The Machinery of Government."
3. The section on Department history. In the Video Guide this section is called "A Glance Back."
4. Department Organization and Symbols. In the Video Guide this section is called "Department Organization and Symbols."

Before you begin screening each section of the video, read the learning objectives for the section in the Video Guide (Part A).

When you have finished viewing the section, refer back to the Video Guide and read Part B to review the topic.

Complete the quiz (Part C) for each section before you move on.

Suggestions for further reading on selected topics are provided at the end of this Guide.