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| **Module III: What Do I want to Do?** |
| **Topic: Skills for the Workplace** |
| **Objective(s): Students will:**  2.0 Understand personal values and employability skills in career planning |
| **Goal(s): Students will:**   * Understand the importance of skills in school and in the workplace. |
| **Length:** One class period |
| **Materials:**  Handout *– Skills for the workplace worksheet* |
| **Description of Activity:**   1. Using the *“Skills for the workplace”* *worksheet,* prompt a class discussion on each skill section listed and discuss and emphasize the importance of these skills in school and at work. 15min. 2. Using the *“Skills for the workplace” worksheet,* ask students to do their own evaluation on each of the skills by checking each box that best describes their skill level as *Can Do* or *Needs work*. This activity can take 10 mins. Students should then make a personal improvement plan that gives two strategies for each skill they need to improve. 3. Teachers may ask for a few volunteers to share their improvement plans with the class. 4. Discuss with students the concept of transferable skills. Which of these skills would they be able to transfer to different jobs? |