

York County School of Technology
Lesson Plan

Course:	YCAL Presentation
Unit Title	Career Retention and Advancement
Lesson Title:	How to Infuse Career Retention and Advancement into Regular Education Classroom
Lesson Essential Question (Objective):	
1. How does infusing career retention and advancement activities into regular education classrooms help prepare students for their future careers?	
PACC:	PA Career and Workforce Education Standards:
	<ul style="list-style-type: none"> • Evaluate personal attitudes and work habits that support career retention and advancement. • Evaluate team member roles to describe and illustrate active listening techniques. • Evaluate conflict resolution skills as they relate to the workplace. • Develop a personal budget based on career choice. • Evaluate time management strategies and their application to personal and work situations. • Evaluate strategies for career retention and advancement in response to the changing global workplace. • Evaluate the impact of lifelong learning on career retention and advancement.
Activating Strategy:	
What A Feeling video with questions to think about.	
Key vocabulary:	
Career Retention Advancement Time Management Conflict Conflict Resolution Budget Lifelong Lifelong Learning	
Teaching Strategies:	
Teacher Presentation Demonstration Problems Thinking Questions Journal Article	

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Instruction:

Students will learn and understand how:

- Managing your time, workstation and health/safety are important to a successful career.
- Planning and preparing for meetings takes time and effort.
- Planning to travel must be flawless.
- Managing paper and electronic processes must be systematic.

Assignment:

Brain Dump

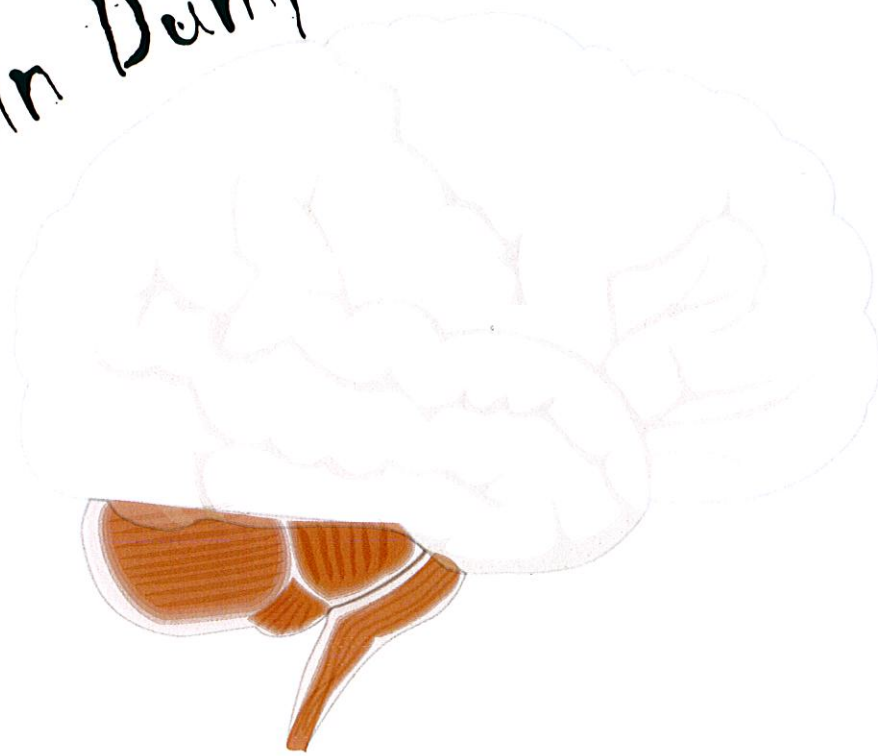
Ongoing Assessment:

Students will complete a 3 For Me assessment to determine what they have learned.

Summarizing Strategy:

Since this is a multi-day lesson, the students will do a Ticket Out the Door using the 3 For Me concept. The 3 For Me will either be ah-ha's or new items they have learned that pertain to the LEQ.

Brain Dump



The Story

A business man had just turned off the lights in the store when a man appeared and demanded money. The owner opened a cash register. The contents of the cash register were scooped up and the man sped away. A member of the police force was notified promptly.

Statements about the Story -

True	False	?
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1. A man appeared after the owner had turned off his store lights
2. The man demanded money.
3. The man who opened the cash register was the owner.
4. The store owner scooped up the contents of the cash register, and ran away.
5. Someone opened a cash register.
6. After the man who demanded the money scooped up the contents of the cash register, he ran away.
7. While the cash register contained money, the story does not say how much.
8. The story concerned a series of events in which only three persons are referred: the owner of the store; a man who demanded money, and a member of the police force.
9. The following events were included in the story: someone demanded money, a cash register was opened, its contents were scooped out, and a man dashed out of the store.
10. The robber was a man.
11. The robber demanded money of the owner.

Name: _____

Period: _____

Structured Sentence Highlighting

Directions: Preview the journal article making sure you understand all of the words. Then, read the journal article, thinking about the main ideas presented. Once you are finished, circle words that will create sentences that express the main ideas. When you are done, write down your complete sentences that express the main ideas on the lines below.

15 Steps to Cultivate Lifelong Learning

July 31 by [Scott H Young](#) 10.6K Shares | [Featured](#), [Lifestyle](#)



“The real voyage of discovery consists not in seeking new lands, but in seeing with new eyes.” – **Marcel Proust** “I don’t think much of a man who is not wiser today than he was yesterday.” – **Abraham Lincoln**

“I have never let my schooling interfere with my education.” – **Mark Twain**

Assuming the public school system hasn’t crushed your soul, learning is a great activity. It expands your viewpoint. It gives you new knowledge you can use to improve your life. Even if you discount the worldly benefits, the act of learning can be a source of enjoyment.

But in a busy world, it can often be hard to fit in time to learn anything that isn’t essential. The only things learned are those that need to be. Everything beyond that is considered frivolous. Even those who do appreciate the practice of lifelong learning, can find it difficult to make the effort.

Here are some tips for installing the habit of lifelong learning:

1) Always have a book.

It doesn’t matter if it takes you a year or a week to read a book. Always strive to have a book that you are reading through, and take it with you so you can read it when you have time. Just by shaving off a few minutes in-between activities in my day I can read about a book per week. That’s at least fifty each year.

2) Keep a “To-Learn” List

We all have to-do lists. These are the tasks we need to accomplish. Try to also have a “to-learn” list. On it you can write ideas for new areas of study. Maybe you would like to take up a new language, learn a skill or read the collective works of Shakespeare. Whatever motivates you, write it down.

3) Get More Intellectual Friends

Start spending more time with people who think. Not just people who are smart. But people who actually invest much of their time in learning new skills. Their habits will rub off on you. Even better, they will probably share some of their knowledge with you.

4) Guided Thinking

Albert Einstein once said, “Any man who reads too much and uses his own brain too little falls into lazy habits of thinking.” Simply studying the wisdom of others isn’t enough, you have to think through ideas yourself. Spend time journaling, meditating or contemplating over ideas you have learned.

5) Put it Into Practice

Skill based learning is useless if it isn’t applied. Reading a book on C++ isn’t the same thing as writing a program. Studying painting isn’t the same as picking up a brush. If your knowledge can be applied, put it into practice.

6) Teach Others

You learn what you teach. If you have an outlet of communicating ideas to others, you are more likely to solidify that learning. Start a blog, mentor someone or even discuss ideas with a friend.

7) Clean Your Input

Some forms of learning are easy to digest, but often lack substance. I make a point of regularly cleaning out my feed reader for blogs I subscribe to. Great blogs can be a powerful source of new ideas. But every few months I realize I’m collecting posts from blogs that I am simply skimming. Every few months, purify your input to save time and focus on what counts.

8) Learn in Groups

Lifelong learning doesn’t mean condemning yourself to a stack of dusty textbooks. Join organizations that teach skills. Workshops and group learning events can make educating yourself a fun, social experience.

9) Unlearn Assumptions

You can’t add water to a full cup. I always try to maintain a distance away from any idea. Too many convictions simply mean too few paths for new ideas. Actively seek out information that contradicts your worldview.

10) Find Jobs that Encourage Learning

Pick a career that encourages continual learning. If you are in a job that doesn’t have much intellectual freedom, consider switching to one that does. Don’t spend forty hours of your week in a job that doesn’t challenge you.

11) Start a Project

Set out to do something you don't know how. Forced learning in this way can be fun and challenging. If you don't know anything about computers, try building one. If you consider yourself a horrible artist, try a painting.

12) Follow Your Intuition

Lifelong learning is like wandering through the wilderness. You can't be sure what to expect and there isn't always an end goal in mind. Letting your intuition guide you can make self-education more enjoyable. Most of our lives have been broken down to completely logical decisions, that making choices on a whim has been stamped out.

13) The Morning Fifteen

Use the first fifteen minutes of your morning as a period for education. If you find yourself too groggy, you might want to wait a short time. Just don't put it off later in the day where urgent activities will push it out of the way.

14) Reap the Rewards

Learn information you can use. Understanding the basics of programming allows me to handle projects that other people would require outside help. Meeting a situation that makes use of your educational efforts can be a source of pride.

15) Make it a Priority

Few external forces are going to persuade you to learn. The desire has to come from within. Once you decide you want to make lifelong learning a habit, it is up to you to make it a priority in your life.

An Attitude Adjustment Checklist to Keep You Successful at Work



September 9, 2013

By [Sarah Greesonbach](#)

While ageism can work in your favor, it can also work against you, especially if your attitude confirms the GenY negative stereotypes.

If you're a recent college graduate, take a look at this attitude adjustment checklist so you don't make a big mistake that could hold you back—or even get you fired.

1. The boss, customer or coworker is always right, even when they're wrong

You're paid to show up on time, perform a service and generally be pleasant. If something you don't like happens in the workplace, you're entitled to your opinion and to discuss it with your supervisor in a one-on-one meeting and have it resolved.

But you're *not* entitled to cop an attitude, shoot out passive-aggressive tweets and emails about it or stop working hard to “show everyone.”

Stay classy at all times. Even when someone is screamingly, grossly or inappropriately wrong. Just stay classy. Do what you can, leave the room and follow up with your supervisor for an appropriate course of action.

2. The place for personal technology is not your desk

Cell phones and personal technology items are everywhere. Even if you have a lax office environment, you don't have a free license to text, tweet and SnapChat through your day's work. (Unless you work as the social media expert at Zappos or Hootsuite, of course.)

Appropriate access means checking your phone for important messages every few hours or having your phone in your pocket (without your hands on it). Carrying on active conversations or missing deadlines due to smartphone hijinks means you're in for an uncomfortable conversation.

3. You're not the universe's gift to your employer

If you believe your workplace is lucky to have you, you may be in need of an attitude adjustment. Employment is a pleasant arrangement of partnership between two benefiting parties, and if you do it right, you can get a lot out of it.

Your employer makes an income based on your work (translation: **even if you're amazing at what you do, you can be replaced**), and you make a reliable income from your employer (translation: even if the job is awesome, you can find a new one).

Luck or emotional attachment shouldn't factor into this situation. To think you're gracing the workplace with your presence—and therefore it's okay to take a long lunch, show up late frequently or cop an attitude about common practices—means you may not be adjusting well.

4. Work isn't an “if I show up, I'm good” proposition (Click to Tweet!)

When you show up to work, it shouldn't be obvious you stayed up til 3:00 a.m drinking with friends or driving back from the nearest large city. Sliding into your desk on time at 9:00 a.m., hung over and barely groomed, doesn't cut it in a professional workplace.

If you're receiving a regular paycheck, eat regular meals and sleep regular hours—at least during the workweek—so you can bring your A-game at all times.

5. Work isn't a whim

In this increasingly digital and mobile world, the workplace is often more flexible and casual. But **with great flexibility comes great responsibility**. Just because you *can* do something at home doesn't entitle you to do it at home.

And not having meetings lined up for the morning doesn't mean you can ask your boss to let you roll in late just because. For every favor you ask, you're using up your professional “bank”—make sure it's worth it.

Is there anything else you'd like to share with the attitude-challenged? Do you think this behavior is unique to 20-somethings, or is it a workplace epidemic?

Sarah Greesonbach is a former teacher turned content and new media specialist who blogs at Life [Comma] Etc about simple food, better relationships and more money for everyone. If you want more of any of that, connect with her on Twitter @AwYeahSarah or see what she's up to at Greesonbach Creative.

Brazen Life is a lifestyle and career blog for ambitious young professionals. Hosted by Brazen Careerist, we offer edgy and fun ideas for navigating the changing world of work. Be Brazen!