

**Unit #4 Title:** Skills for Success

**Lesson Title:** Getting Ready for Success, Part 2 **Lesson 2 of 2**

**Grade Level:** 3

**Length of Lesson:** 30 minutes

**Mississippi College and Career Readiness Standard:**  
SL.3.1, SL.3.1b, SL.3.1c, SL.3.1d

**American School Counselor Association (ASCA) Mindsets and Behaviors:**  
M 1, M 6  
B-SS.6, B-SS.9

**Materials (include activity sheets and/ or supporting resources)**

*Personal, Ethical, and Work Habit Skills Activity Sheet:* Copy for each group of four students—(cut into strips prior to lesson)

Large Venn diagrams for each group

Tape for each group

**Enduring Life Skill(s)**

	Perseverance		Integrity	X	Problem Solving
	Courage		Compassion	X	Tolerance
X	Respect	X	Goal Setting		

**Lesson Measurable Learning Objectives**

The student will identify two personal skills, two ethical skills, and two work habit skills needed for success in school and work.

**Lesson Formative Assessment (acceptable evidence):**

**Assessment should relate to the performance outcome for goals and objectives.**  
**Assessment can be question answer, performance activity, etc.**  
 Students will categorize personal skills, ethical skills, and work habit skills needed for success in work and school by completing a Venn diagram.

**Lesson Preparation**

**Essential Questions:**  
How are skills related to success?

**Engagement: (Hook)**  
Review of poem and activity from previous session.

Personal Skills are skills about how a person treats themselves or others.

Ethical Skills are skills a person uses when doing the right/wrong thing in different situations.

Work Habit Skills are skills a person uses to complete an assignment/job.

**Procedures**

<b>Instructor Procedures/Instructional Strategies:</b>	<b>Student Involvement/Instructional Activities:</b>
<ol style="list-style-type: none"> <li>1. Divide students into groups of four and hand out Venn diagram, skill strips, and tape to each group. (Venn diagram has two overlapping circles, one labeled school success skills and the other labeled community worker skills).</li> <li>2. Instruct students to tape each skill strip in the appropriate category on the Venn diagram.</li> <li>3. Teacher asks the group to nominate a spokesperson for the group. That person will give a report summarizing their finished Venn diagram.</li> </ol>	<ol style="list-style-type: none"> <li>1. Students get into their groups.</li> <li>2. Students tape skill strips in the appropriate category.</li> <li>3. Within each group, a spokesperson is nominated and that person gives a report summarizing their Venn diagram.</li> </ol>

**Teacher Follow-Up Activities**

Encourage classroom teacher to relate the Personal skills, Ethical skills, and Work Habit skills to the work students do in the classroom.

**Counselor reflection notes**

Activity Sheet 1

**Personal, Ethical, and Work Habit Skills**

**Please Note:** Skills will likely fit into more than one category.

<b>Personal Skills</b>	<b>Ethical Skills</b>	<b>Work Habit Skills</b>
Cooperation – getting along	Integrity – doing the right thing	Self-advocacy – standing up for what you believe in
Mind your own business	Honesty – telling the truth	Assertiveness – saying what you believe in
Watch out for others	Loyalty – being true to your friends	Punctuality – being on time
Clean Bodies	Apologize for mistakes	Team Work
Clean Clothes	Consideration of others	Perseverance – sticking with something until you get it done
Listening	Respectful of other people’s property	Good Attendance
Helpfulness	Respectful of self	Giving Your Best Effort
Participating	Respectful of others	Communication
Willing to learn new things	Truthfulness	Neatness
Sense of humor	Kindness	Meeting Deadlines
Good sport	Trustworthiness – can be trusted	Fully Completing Work
Positive attitude		Learning From Mistakes
Keep your hands to yourself		
Kind words		
If you can’t say something nice, don’t say anything at all.		

Venn diagram

