



journey

Adult Basic Education



Lesson 4
Lesson Plan




SELF-EXPLORATION

Learning Objective

This lesson is designed to explore a student's skills, values and interests. Students will take a few different surveys to better understand these categories and use the new knowledge to determine their career pathways.

Training Materials & Equipment

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- A/V equipment for PowerPoint slides
 - Lesson-Four.ppt
 - OK Career Guide Results Sheet (one for each student)
 - OK Career Guide Step-by-Step (6-page document; print a few or offer to email it to students)

Instructions

Set the tone for the lesson being one of exploration about what is most important to students work life.

Ask students to share any stories about the following scenarios: jobs they were good at but didn't like; workplaces that felt toxic or made them hate their jobs; jobs they were excited about but where they did not know what to do; jobs they enjoyed but decided to leave and why. **(Slide 2)**

Watch transferable skills video at https://www.youtube.com/watch?v=kJJOW_GtNGo and ask students to explain what transferable skills are.



Transferable skills are abilities and specific skills learned through life and job experiences are directly related to attributes of other jobs. You may have never worked as a receptionist before, but because you helped an elderly family member manage a household, called and made doctor's appointments, organized daily medications and made sure mail was taken care of, you now have transferable skills that are typical requirements for entry level receptionist positions.

Are you using transferable skills you learned in a different job or that someone taught you prior to working in the job you have today?

People have more transferable skills than they think. Even if you have never worked outside the home, you still have transferable skills. Today we will take a short assessment to identify some of your transferable skills and even get results of what job titles might be appropriate.

Watch interests video at <https://www.youtube.com/watch?v=scgqCyxeIQY>
<https://www.youtube.com/watch?v=OfDAaPbQIT0>. **(Slide 3)**

After watching the two videos, raise your hand if you applied for your current job because the job duties really interested you.

Who would like to have a job that matched up with your interests?

What are some of your job interests? (e.g., working outside, working with my hands, working indoors, working in a position that allows me to be creative, etc.)

When we work in a job or career industry that really aligns with our interests, we are more likely to be satisfied with the job and stay longer (have more longevity).

Watch work values video at <https://www.youtube.com/watch?v=qPZFHPfNWQQ>. **(Slide 4)**

What are some of your work values?

Sometimes we think we know what our work values, interests, and transferable skills are; but there may be some you overlook or do not think is significant or pertinent. There may be some of you in the room that have no clue what work values, interests or transferable skills are, and that is just fine! Today we are going to take some on-line assessments that will help you identify what is important to you in a workplace setting, as well as skills you already have that could transfer into a different job.

Create an OK Career Guide Account (Slide 5)

Use the computer/projector to demonstrate how students can navigate to www.okcareerguide.com and create an account. Walk through the basics of creating an account. Show them how to register as far as you can without actually registering yourself.

OK Career Guide Introduction (Slide 6)


- Log in using your student account to display the home page. Briefly discuss each section (left column, inventory results, right column checklist, etc.).
- Show students how to access the account settings and make sure they have clicked on each pencil and filled out the information the best describes themselves. **(Slide 7)**
- Go through the OKCG Talking Points Before Assessments. Use as handout if needed.
- Display your inventory results and briefly describe them. Click through assessment results, related occupations, related majors, etc.
- Go through the OKCG Talking Points After Assessments. Use as handout if needed.
- Do this for each of the results and be sure to show how adjusting the filters (ABE only, 2-3 year degree, etc.) changes the results displayed.
- Show students how to explore occupations (left column) by assessment results. Again be sure to show how adjusting filters changes results. Show them how to star a job for later review. **(Slide 8)**
- Open a job and go through the tabs. Look through the overview, tasks, conditions, interest-skills-values, EDU and experience, salary & outlook, etc.
- Show the components of the rest of the left side column.



Students should take the results and complete the OK Career Guide Results Sheet as homework to be brought back next week.

Summary

Considering skills you already have, discovering what you value most on the job and knowing your interests are important in the job seeking and educational process. Matching these elements to jobs or training/educational programs will greatly enhance your work satisfaction and longevity. Review the checklist so the students can see where they have been and where they are going next.

Create an account on OKCareerGuide.org or update your account information. 	
Identify interests, skills and work values through surveys. 