

Curriculum for Newly Enrolled Students

Students who enter Life Skills Basic will be provided with an overview of fundamental life skills and an introduction to learning concepts that will benefit them in real life environments. Students at this level will learn of community and culture, and learn to contrast the consequences of adequate and inadequate reasoning for self, family members, others. Life Skills Basic will help students assess personal values and goals, and demonstrate strategies for them to be responsible individuals at home, at school, at work and in various social and community settings arranged via AASuccess.

Requirements

- Complete all eleven (11) Required Core Learning Modules
- Choose and complete at least four (4) elective seminars or workshops.
- Read recommended books and/or articles assigned by the Life Skills Coach.
- Upon completion of the required modules, students are expected to pass a three-part performance assessment: Self Evaluation, Coach Assessed Evaluation, and Written Exam.
- Each lesson is approximately one (1) hour in length, unless specified otherwise

LEARNING MODULE 1.1 – 1.5: HEAD – Thinking & Managing

Focus area:

- Learning to learn
- Goal setting
- Character
- Self-esteem
- Self-motivation
- Self-responsibility

Objectives:

- Learn about AASuccess
- Learn about yourself
- Think of yourself and of others
- What to do when you DON'T like something
- Learn mannerism and etiquette in everyday interaction
- How to relate to and connect with others

1.1 - Policies & Procedures Manual

Students will be asked to review the AASuccess Policies and Procedures manual with their Life Skills Coach in detail to get a better understanding of operational procedures.

1.2 - Developing a Three-Month Plan

Students will learn how to develop personal objectives and create a timeline that highlights accomplished milestones on a quarterly basis.

1.3 - Core Values & Personality Traits (Self Assessment)

Students will begin this module by reflecting on personal, family, and societal values; then rank (or prioritize) them through a self-assessment exercise. Students will then work with the Life Skills Coach to understand their personality traits and how others may perceive them. By the end of the lesson, students will be asked to establish their own personal goals. The length of this lesson will depend on each student's openness and comfort level.

1.4 - Mannerism & Etiquette

This module is divided into two parts. In part 1, students will learn acceptable and appropriate manners through body and spoken language. In part 2, students will demonstrate learned etiquette through various social activities and/or events.

1.5 - Basic understanding of cultural competency

This module is divided into two parts. In part 1, students will learn acceptable and appropriate manners through body and spoken language. In part 2, students will demonstrate learned etiquette through various social activities and/or events.

LEARNING MODULE 1.6 – 1.9: HANDS – Working & Relating

Focus area:

- Planning & Organizing
- Wise use of resources
- Appropriate expressions

Objectives:

- Learn what an e-mail message means in a business or social context
- Reporting your completed tasks to your coach
- How to present yourself well to peers and coaches

- Learn what blogging or news writing is, and how each may affect you

1.7 - Reporting (Written & Verbal Skills)

Students will formally begin using reporting templates and learn tips on how to quickly and concisely make reports in both written and verbal format.

1.8 - Business Grammar Basics

This course will help students recognize different parts of speech, use abbreviations and capitalization correctly, and make use of punctuation properly and effectively

1.9 - Presentation Skills

Students will learn to prepare and do well on presentations. Presentation skills are useful in many aspects of real-world work assignments at AASuccess. Furthermore, displays of body language, accomplishments and skills are measurable impacts set for students as they work through their three-month plans.

LEARNING MODULE 1.10 – 1.11: HEART, MIND & HEALTH – Being & Living

Focus Areas:

- Healthy lifestyle
- Stress management

Objectives:

- Learn ways to avoid or productively deal with stress.
- Choose activities that are not stressful or lessen stress.
- How do your emotions impact people around you?

1.10 - Optimizing Your Work, Life, Body and Mind

This module is designed teach students techniques, e.g., diet & fitness, mindfulness – to help improve their fitness, body, and to avoid stress.

1.11 - Emotional Intelligence Essentials

This year-round module is designed to help students recognize the power of emotions, improve their emotional self-awareness, and better manage their emotions – all to enhance their effectiveness as individuals when experiencing changes in both the body and mind.