

# Complimentary Mini-Lessons

## INTRODUCTION

The Mini Lessons are a series of short, instructor-led lessons on critical topics that will help prepare your users for college and career! The categories include lessons in Goal Setting, Soft Skills, College and Career Research and Land that Job. The lessons are aligned to Common Core Standards and available in PDF format, with all materials needed conveniently attached to make teaching each lesson simple! Click on any lesson link to learn more.

## 1 UNDERSTANDING LONG VS. SHORT TERM GOALS: LESSON PLAN

Creating goals for your life seems like it would be a rather simple process; however, ask any individual what they want to do with their life, and you are likely to hear things like: rock star, musician, fashion designer, writer. These are all valid life choices, but people cannot see and understand that even a rock star had to work hard to get where they are. Long term and short goals are needed no matter what you want as you look toward your future.

Time on task: 30-40 minutes

[http://virtualjobshadow.com/tools/lessons/long\\_vs\\_short\\_term\\_goals\\_lesson\\_plan.pdf](http://virtualjobshadow.com/tools/lessons/long_vs_short_term_goals_lesson_plan.pdf)

## 2 HOW TO PICK A COLLEGE MAJOR: LESSON PLAN

The idea of picking a major in college may seem like a bizarre concept, and something that can be very overwhelming. Through the course of these lessons, individuals have a chance to watch videos on VirtualJobShadow.com that give them an inside look on various career choices. This lesson will introduce what a major actually is, how to use their interests to pick one, and have them write a reflective essay to focus on possible majors.

Time on Task: 30-45 mins.

[http://virtualjobshadow.com/tools/lessons/college\\_majors\\_lesson\\_plan.pdf](http://virtualjobshadow.com/tools/lessons/college_majors_lesson_plan.pdf)

[http://virtualjobshadow.com/tools/lessons/college\\_majors\\_powerpoint.pdf](http://virtualjobshadow.com/tools/lessons/college_majors_powerpoint.pdf)

## 3 HOW TO DRESS PROFESSIONALLY: LESSON PLAN

It is often difficult for job seekers to understand that how they present themselves is more important than anything they may write in their cover letters or resumes. It is imperative that individuals understand how to still be true to themselves but adhere to professional guidelines. This lesson will introduce the basics of dressing professionally to succeed in any interview.

Time on Task: 30-45 mins.

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