



Introduction



Setting Goals



Grow Your Intelligence





Study Skills

Careers



**Money Matters** 



Values



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Student Handbook

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# **PROCEDURES**

Ι.	ENTERING THE CLASSROOM
•	I will enter my Roads to Success classroom and
•	will take the attendance
II.	BINDERS
•	My Roads to Success binder will be stored
•	I will get my binder by
•	My binder will be put back in its place by
111.	TURNING IN and RETURNING WORK Where and how do I turn in work?
•	Work will be returned to me

#### IV. EXITING THE CLASSROOM

When it is time to leave my Roads to Success class, I will exit the classroom...

1

# **Roads to Success Overview**



# Your Mission

Roads to Success <u>is not</u> about mastering facts and figures, or getting the right answers to questions. There are no textbooks, no quizzes, and no tests. That's the easy part.

Roads to Success <u>is</u> about figuring out what you want from life, and how to get it. It's about investigating what might happen in the future. It's about setting goals for yourself. That's the challenging part.

# Your Grade

Roads to Success will be graded on a pass/fail basis. Your grade will be included in your regular report card. To pass, you must:

- Complete in-class assignments.
- Complete homework assignments.

Homework will not be given in most Roads to Success classes. You may be asked to complete work not finished in class at home. There will also be a few special projects that require out-of-class work.

• Abide by Roads to Success procedures and rules.

#### **Your Portfolio**

The Portfolio section of your student handbook is your personal record of careers you explore, colleges you investigate, and tools you can use to look for jobs or apply to college. Each year, you'll add to this information. You'll also be able to look back on your efforts from the year before. Your completed Portfolio is yours to take with you when you graduate from high school.

# **Respect, Responsibility, and Teamwork**



You are the owner of a small construction company. You hire a carpenter to be part of the team that's building a house. He's got lots of experience, but his workplace behavior is unprofessional.

Below is a list of problems you observe. Decide whether each problem is an issue of respect, responsibility, or teamwork. (You may circle more than one answer.)

The next step is to let him know what you expect on the job. Make notes in the third column that will remind you of what you want to say.

Carpenter's Behavior	Problem with? (Circle all that apply.)	What improvement is needed?
<ol> <li>The carpenter decides that the architect's plan isn't very exciting, and adds a porch as a special surprise.</li> </ol>	Respect Responsibility Teamwork	
2. The carpenter finishes his work early, so he takes the heavy equipment for a spin around the job site.	Respect Responsibility Teamwork	
3. The carpenter is eager to finish up for the day. He's forgotten his level, but he can see that the floor line is even. No need to measure!	Respect Responsibility Teamwork	
4. A co-worker calls the carpenter an idiot. The carpenter storms off the job.	Respect Responsibility Teamwork	

# My Artifact of Achievement Description

We all keep things that help us remember big moments in our lives – places we've been, people we've met, things we've done. For this assignment, choose an artifact that shows your achievements, interests, or skills.

The list below should get you started. Check in with your teacher if there is something that you would like to bring in that you do not see on this list.

#### LIST OF POSSIBLE ARTIFACTS

- A school assignment you are proud of
- A photo of yourself that says something about your personality or interests
- An award (Honor Roll or Most Improved Student; Sports; Music; Art; Community)
- A document that shows your interests at any age (examples: instructions on setting up your computer, a picture of yourself catching your first fish, the program from your kindergarten ballet recital)
- The cover of your favorite CD or DVD
- The most interesting e-mail you ever wrote (appropriate for school, of course)
- Pictures of family members or friends who are important to you
- Postcards from somewhere you've visited or plan to visit

# **Tre's Disappointment**

At the beginning of ninth grade, Tre and his classmates learned they would be going on a trip to Universal Studios in Orlando, Florida, at the end of the school year. Tre was very excited about the trip because he had always wanted to go to Universal Studios, and he had never been to Florida.

The ninth grade counselor gave the students a form that listed all the requirements for participating in the trip and told them he would be keeping track of their progress throughout the year in meeting the requirements. He also told them that if they had problems with any items on the list, they should contact him immediately.

A month before the trip, Tre got a note from the counselor telling him he would not be able to go on the trip. Tre had never been so disappointed in his life! When he calmed down, he looked over the form below that showed how he had failed to meet the necessary requirements. What went wrong?

The left-hand side of the chart below shows the list of things Tre and his classmates were required to do. The right-hand side of the chart shows the counselor's notes on Tre's progress in meeting the requirements.

- Circle the requirements Tre didn't meet.
- Put the word "Tre" next to each requirement that was in Tre's control.

Class Trip Requirements	Student's Progress
Signed parent consent forms by	Parent consent forms turned in
Nov. 1	Nov. 1
Class trip deposit by Dec. 15	Class trip deposit turned in Dec. 30
Student must maintain at least a C average in all subjects	Student has a C– in Math, and a D+ in Social Studies
Student may not have any disciplinary actions, suspensions, or excessive absences	Student has no disciplinary actions or suspensions; Student has four unexcused absences
Student must have completed health forms signed by their physician or school nurse by February	No health forms have been turned in
Final payment for trip due May 1	N/A (deadline has not yet passed)

# **Tre's Challenges**

Why didn't Tre meet the requirements for the class trip? Below are some of the challenges he faced in the months leading up to the trip. Read each challenge, then suggest one solution Tre could try next time he faces this challenge.

Challenge	Solution
My mom didn't get paid until Dec. 20, so l couldn't turn in the deposit on the 15th.	
I can't really study at home because there's no place that's quiet.	
I lost track of some of the requirements. I just forgot about them until it was too late.	
I got a 70 on my last math test. I'm really confused in class, but I'm embarrassed to ask questions.	
l've skipped school a couple times because my friends do it.	
l got an "unexcused absence" for two days that I was sick, but I just didn't get a note.	

# **Personal Roadblocks and Detours**

What roadblocks will you face on your road to achieve your goals? In the lines below, identify a goal you have and describe one challenge, or roadblock, you think you'll face. You can pick a goal from your seventh Grade Goal Setting chart that seems difficult or you may select a non-academic goal. Then work with a partner to come up with some possible solutions, or detours you could take, to get around this roadblock.

I would (name your goal)		
but (describe one big roadblock)		
To get around this roadblock, I could: (List some possible "detours")		
1)		
2)		
3)		

# **Brain Quiz**

How does your brain work? In the next four lessons, you'll discover how humans learn. Take this True-False quiz to discover your opinions about this subject. Put a T beside each statement you think is true. Put an F beside each statement you think is false.

- \_\_\_\_\_ Your brain can grow and change throughout your life.
- \_\_\_\_\_ The best students are born smart.
- \_\_\_\_\_ People develop skills by practicing them over and over again.
- \_\_\_\_\_ Your brain changes when you practice a new skill.
- \_\_\_\_\_ If you don't succeed at a new task, you might as well give up.
- \_\_\_\_\_ Natural talent is the key to being a good athlete.
- You can get smarter by working hard and practicing.

Big Ideas about Intelligence:

- Theory A: Either you're smart or you're not smart, and that never changes.
- **Theory B**: It's possible to grow your intelligence.

# **STRUCTURE OF A NERVE CELL**

	_dendrite _nucleus	axon		synaptic buttons
TAXE	cell body			
Another name for a nerve c	cell is a(n)			
The part of the cell that <u>sen</u>	<u>ıds</u> messages 1	to other cells is	called a(n)	
The part of the cell that <u>rec</u>	<u>eives</u> message	es from other co	ells is called a(n	)
Axons and dendrites don't t between it and the dendrite				

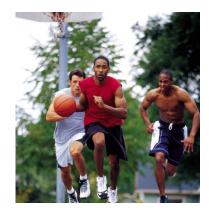
The gap between neurons is called a(n)

# NERVE CELL VOCABULARY synapse neurotransmitters neuron dendrite axon

# How I Became an Expert

	ne one subject or activity that you do well (for example, math, basketball, playing the guitar, nting, cooking, or car repair).
Des	cribe how you learned it.
List	two things you've done to get better at this activity.
1)	
2)	

# The Myth of Michael Jordan



Michael Jordan is one of the best basketball players of all time. His average points per game is the highest in NBA history -31.5. He is one of two players to score more than 3,000 points in a single season. And he has 11 MVP awards – five for the regular season and six for the finals.

It was dazzling to watch Jordan play. People often spoke of his grace on the court. They talked about his natural abilities.

But the true story is different. When he was a sophomore in high school, Michael Jordan didn't even make the team. "It was embarrassing not making the team," he says. "They posted the roster [list of players] and it was there for a long, long time without my name on it. I remember being really mad, too, because there was a guy who made it that wasn't as good as me."

Someone else might have sulked, or quit. But this setback only fueled Jordan's desire to improve. "Whenever I was working out and got tired and figured I ought to stop, I'd close my eyes and see that list in the locker room without my name on it," Jordan says, "and that usually got me going again."

The phys ed teacher at Jordan's high school, Ruby Sutton, describes Jordan's commitment to the game in those days. "I would normally get to school between 7 and 7:30. Michael would be at school before I would. Every time I'd come in and open these doors, I'd hear the basketball. Fall, wintertime, summertime. Most mornings I had to run Michael out of the gym."

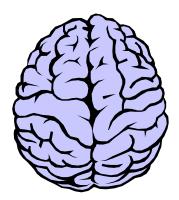
Adapted from "Michael Jordan transcends hoops" by Larry Schwartz. ESPN.com, 2007.

#### You Can Grow Your Intelligence Mysteries of the Brain Revealed!

#### **Practice Makes Perfect**

"Practice makes perfect!" Coaches say it. Teachers say it. And now scientists are saying it, too. If you've always thought that you were smart or dumb, athletic or klutzy, artistic or not-so-artistic, think again. It turns out that the old "practice makes perfect" saying is true.

The evidence is all around you. Basketball players spend time in the gym, practicing passing, shooting, and defensive skills. Their coaches watch their performances and suggest ways they can improve their technique. The more they practice, the better they get. This works for school subjects as well - from algebra to zoology.



#### **Build a Better Brain**

It might surprise you to know that practice causes changes in the brain. Your brain has billions of nerve cells called neurons. To think and solve problems, your brain sends messages from one neuron to the next. Learning builds connections between neurons. When you practice a skill, you're building these connections. The more you practice, the more connections you have, the better you get at the thing you're practicing.

#### Out of the Mouths of Babies

Babies are a good example of "practice makes perfect." They can't understand language when they're born. They spend a lot of time listening and trying to figure out what's going on around them. They practice the sounds they hear, cooing and gurgling like they're having a conversation. Baby sounds lead to their first words, like "mama" and "bottle." People might not even recognize these words at first, but the babies keep right on practicing. They make a lot of mistakes, but no one thinks they're stupid. Everybody knows they're learning.

By age one, babies may say a word or two. By age two, they may say 200 or 300 words. By age three, they can put words into sentences. The babies' brains have changed. They've built new connections. They've actually gotten smarter. Practice makes perfect!



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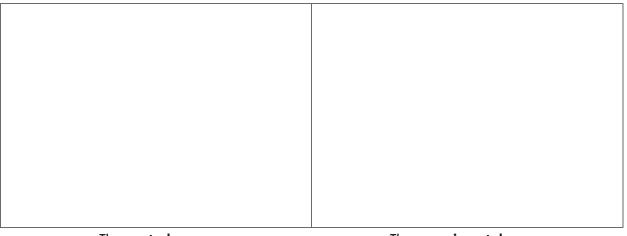
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# **Juggling Experiment**

The experiment began with two groups of people who didn't know how to juggle. There were 12 people in each group. Each person had a brain scan at the beginning of the experiment. For each of the boxes below, draw or write something that will help you remember the differences between Group A and B.

#### Group A

#### **Group B**



The control group

The experimental group

#### Then, both people in both groups had MRIs (brain scans).

There were of the people in the cont	The jugglers' brains showed

Group A	Group B	
What happened to the brains of the people in Group A?	What happened to the brains of the people in Group B?	

The jugglers stopped practicing. Three months later, people in both groups had MRIs (brain scans).

# Something I Need to Improve

Name one subject or activity (for example, sports, music, or art) that you struggle with.

Describe why you find it difficult, or give an example of a time you had difficulty.

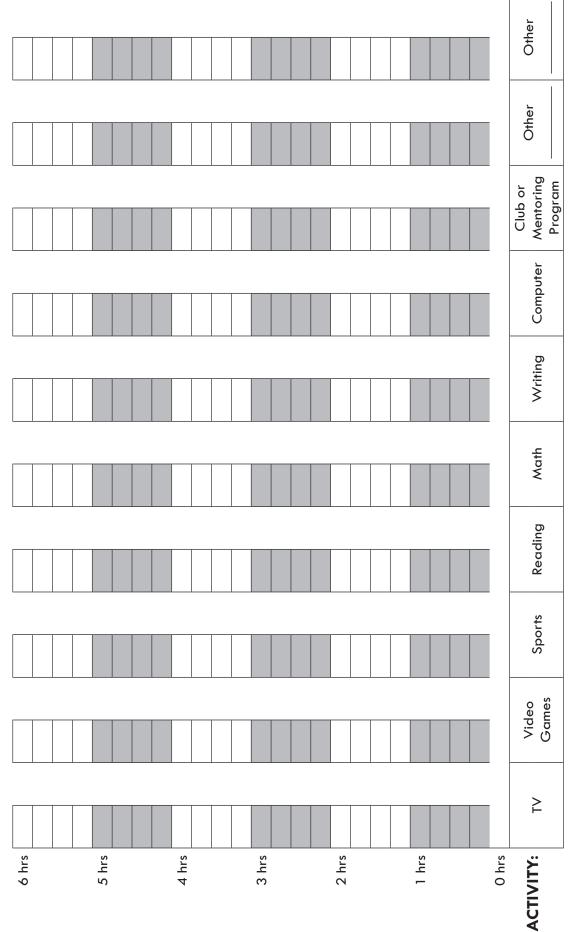
List two things you've done to get better at this activity.

1)		
2)		
/		

Grade 7, Grow Your Intelligence 3: Use It or Lose It Student Handbook, What Skills Am I Building?

# What Skills Am I Building?

Example: If you pay attention in math class (45 minutes) and spend a half hour on homework (30 minutes), you can color in five spaces Think about how you spend a typical day. Create a bar graph to show how many hours you spend on each of the activities below. (1 hour, 15 minutes) in the "math" column.



# The Dazzling Students of Garfield High

The students who attend Garfield High School in East Los Angeles are not rich. Nine out of 10 students qualify for free lunches. They are not privileged. Many of their parents didn't finish high school. But they are famous.

Years ago, Garfield High School students dazzled people across the country. They became experts at the most difficult math high schools have to offer – calculus.

Their teacher, Mr. Escalante, did not believe in failure. He believed in preparation. He made his students believe, too. Here are the things they did to become top math students.

- They worked hard in math in junior high, no matter how poorly they had done in earlier grades.
- They came to school early and stayed late when they needed extra help.
- They attended special summer school courses to improve their skills.
- They cheered and chanted to get themselves ready for the work ahead.
- They had a goal passing the Advanced Placement Calculus Test the hardest standardized math test in the country.

Did their effort pay off? It did. One year, 18 students passed the test – a huge number for a test so difficult. Each year, more students attempted the test. Five years later, 85 students passed. The Garfield students went on to some of the best colleges in the country, and some of the best jobs anywhere.

# **Garfield Grads: Where Are They Now?**



Dr. Armando J. Islas Dentist/Surgeon, Policeman, CEO Class of 1976

Dr. Islas was the first in his family to go to college. He attended Harvard.

What he learned from Mr. Escalante: "You can do anything you want to do and nobody can put a ceiling on how high you can go."



Juanita Gutierrez Director of Public Relations, HSBC Class of 1988

Ms. Gutierrez attended Wellesley College (Massachusetts) and the London School of Economics.

What she learned from Mr. Escalante: "He made sure that students . . . came back after their first year of college and told us about their college experience. That one student coming to tell us about her experience changed my life forever."



Thomas I. Valdez Research Engineer, Jet Propulsion Laboratory Class of 1991

What he learned from Mr. Escalante: "He gave me the ability to push myself and, yes, I can do whatever I want."

PHOTOS: Micheal Hall Photography (www.michealhallphotography.com) STORY: The Futures Channel, Inc. (www.thefutureschannel.com)

# Word to the Wise Letter

Use what you've learned to coach a sixth-grader on how to grow his or her intelligence. Assume that you really want this student to succeed. Complete this letter by writing your advice on the lines below.

Dear, Welcome to, Welcome to	Date:
know you'll want to learn a lot in this year. Our class has been studying the brain, and we have some advice.	Dear,
Work hard – it's worth it! Sincerely,	know you'll want to learn a lot in this year. Our class has been studying the brain, and
Sincerely,	
	Work hard – it's worth it!
	Sincerely,
(Your name)	(Your name)

# Are You a Super Studier?

Below are some familiar situations. Circle the best answer for each one.

- 1. It's time for school! Before you rush out to meet the bus, you:
  - A. Run around the house looking for your book bag, stuffing in whatever notebooks and textbooks are lying around.
  - B. Grab your book bag from your room, but wonder if all your notebooks and textbooks are in it as you head out the door.
  - C. Grab the book bag from its regular spot. You know everything you need is there, because you packed it the night before.
- 2. The bell has rung and you're walking out of class with a friend. Your teacher says, "Tonight, please read chapter 3 and answer the questions at the end." You:
  - A. Keep walking out of class, telling yourself you'll remember the assignment.
  - B. Write it on a scrap piece of paper and shove it into your book bag.
  - C. Take out your homework notebook and write it in the day's list of assignments.
- 3. You get home and realize you didn't write down your math homework. You:
  - A. Call someone you know in that class to find out the assignment.
  - B. Plan on doing your math homework during your science class.
  - C. Celebrate! No math homework tonight!
- 4. Your social studies teacher wants your paper typed on a computer. You don't have one at home, so you:
  - A. Ignore her request and write it in your neatest handwriting.
  - B. Figure you'll use the computer lab the day it's due.
  - C. Sign up to use the library computer at least twice that week, in case it takes longer than you expected.
- 5. It's time to head home, so you swing by your locker. You:
  - A. Pick up your book bag and whatever books you think you might need for homework that night.
  - B. Check your homework notebook to see what books and other materials you'll need for homework that night.
  - C. Look at all the books in your locker, feel overwhelmed, and go home with an empty book bag.
- 6. You know you have a paper, math homework, and lots of reading to do before tomorrow. Before you get started, you:
  - A. Eat a snack, call a friend, check your e-mail, call another friend, check your e-mail again...
  - B. Grab your books and turn on the television.
  - C. Go to your special, quiet spot for studying and set a goal for what you need to accomplish.

# **Homework Assignments**

Name\_\_\_\_\_

From \_\_\_\_\_\_ to \_\_\_\_\_

(beginning of the week)

(end of the week)

	Monday	Tuesday	Wednesday	Thursday	Friday
1st Period Subject:					
2nd Period Subject:					
3rd Period Subject:					
4th Period Subject:					
5th Period Subject:					
6th Period Subject:					
7th Period Subject:					
8th Period Subject:					
9th Period Subject:					

You are responsible for writing down your assignments for class. If there's no homework, write "NH" (for "no homework") so you know you didn't forget to write something down.

If your school has fewer than nine periods a day, cross off the extra spaces at the bottom. If your school is on a six-day cycle, fill in your homework assignments for one week only.

# My Time, My Place

My Time		
The best time of day for me to study is		
pecause		
Μγ ΡΙαce		
The best place for me to study is		

Draw a picture of this special study spot below. Include a caption or labels to point out why it's the best place for you to study.

# **Study Skills Checklist**

How are your study habits? Read the list below, and check each item that applies to you most of the time.

- I have one place to write down my homework assignments and any books that need to go home every day.
- □ I check this list every day when I'm packing my book bag to go home.
- □ I have a special place to study that's comfortable and quiet.
- I have all my study materials in one place—including paper, pencil, calculator, and dictionary.
- □ I have a place to use a computer if I need it.
- □ I study at about the same time every day, and know that this is the best time for me.
- When I sit down to study, I have a clear goal of what I want to accomplish in each subject.
- □ I usually have enough time to finish my homework.
- □ I have the phone number of at least one person in each class who I could call with a question about an assignment.
- Every night, I put all the things I need to take to school the next day in the same place.

# What's My Line?

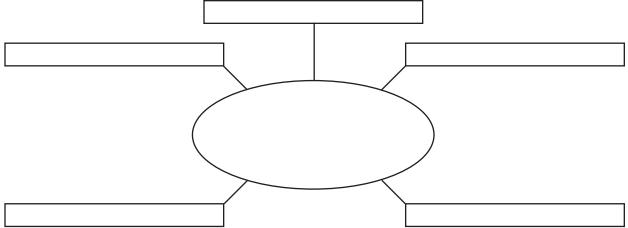
NOTES	PROFESSION?
100 people/Saturday, July 16 <sup>th</sup> at 4 p.m. Bloomville Town Hall	
<b>RENTALS</b> U Rent It Rentals R Us	
—tables, chairs, dishes, glasses, silverware	
MENU	
—Grilled chicken, rice, green salad, chocolate cake	
TREES 4 Blue Spruce 2 Oak *2 Maple 3 Scotch Pine (*along pathway)	
18 years old ** <u>fever</u> stomach ache chills started a week ago otherwise healthy <u>**sister had stomach flu two weeks ago</u>	
flop 2 over easy coffee, no cow blt squeeze one	

# **NOTE-TAKING METHODS**

#### 1. OUTLINING

- •
- •\_\_\_\_\_

#### 2. MAPPING



#### 3. CORNELL METHOD

MAIN IDEA	SUPPORTING DETAILS	

# **NOTE-TAKING METHODS (The Red Effect)**

**Directions:** Choose one of the note-taking methods below to record your notes for the story, "The Red Effect."

#### 1. OUTLINING



•

•

# 2. MAPPING

#### 3. CORNELL METHOD

MAIN IDEA	SUPPORTING DETAILS

# HOW TO GET BETTER GRADES

You are about to start a new school year, and you're determined to turn over a new leaf and get better grades this year. When you find yourself in some of these familiar situations, what will you do? Circle the best answer for each one.

- 1. You are supposed to read the first two chapters in your textbook for your social studies class tomorrow. You:
  - a) Read the chapter headings, look at the pictures, and figure you don't really need to read it, since your teacher will talk about it tomorrow anyway.
  - b) Call your friend to talk about your new social studies teacher.
  - c) Read the chapters, highlighting or underlining important points, and noting the parts that don't make sense.
- 2. You just sat through a class about the different types of governments, and you're totally confused. You:
  - a) Complain to your friend about how confusing the class is.
  - b) Try not to think about it you'll figure it out when it's time to study for the test.
  - c) Read your textbook for clarification, and ask your teacher if you're still confused.
- 3. When you're in class, you usually:
  - a) Stay pretty quiet and only talk if the teacher calls on you.
  - b) Ask questions and participate in class discussions.
  - c) Get homework done for your next class.
- 4. You have a huge test in a couple days. To start studying, you:
  - a) Open up your textbook and start reading the chapters covered on the test (for the first time).
  - b) Look at your notes and textbook and make a list of the main things you think will be covered on the test.
  - c) Make plans with a friend—you'll need to let off steam before you start studying.
- 5. The best time to start reviewing material for a test is:
  - a) The day before the test, so the material will be fresh in your mind.
  - b) Every day, reviewing your notes after each class.
  - c) A couple days before your test, so you have one day to read the material and another day to review it.

# **REVIEW YOUR NOTES**

Today, your science teacher reviewed the digestive system. You took the notes below, but when you went back to review them, you realized some things weren't clear, and you were missing some details. The reading material for this class was adapted from a website on the digestive system:

http://www.kidshealth.org/kid/cancer\_center/HTBW/digestive\_system.html

Compare your notes below with the reading material and fill in the missing information wherever there's a highlighted question mark.

**Digestive System** 

What it does: It breaks down food so your body can get the <u>stuff</u> [WHAT IS THIS CALLED??] it needs

#### Process of digestion:

- 1. Starts with MOUTH—chewing breaks down food; so does saliva (spit)
- 2. ESOPHAGUS long tube, pushes food into stomach
- 3. STOMACH—does three things:
  - stores food
  - breaks up food (muscles and g\_\_\_\_\_ juices [??])
  - [??]
- 4. SMALL INTESTINE really long (over 20 feet!), helps body absorb nutrients; <u>three</u> <u>organs</u> provide juices to help break down food:
  - pancreas
  - liver
  - [??]
- LARGE INTESTINE [IS IT LONGER THAN THE SMALL INTESTINE??] absorbs water, What's left — solid waste (poop!)
- 6. RECTUM, stores waste before it leaves the body

# WHAT'S ON THE TEST?

Before you start studying for a big test, make a list of the main points that will be covered. How will you know? Complete the following sentences to identify five important sources for figuring out what's on a test.

- 1. Your Teacher: Sometimes teachers provide \_\_\_\_\_\_. If not, you can always ask your teacher to identify important concepts or textbook chapters covered on the test.
- 2. Your Textbook: Look at the main concepts within chapters, words in bold (new vocabulary words or concepts), and end-of-chapter \_\_\_\_\_.
- 4. Your Classmates: Ask classmates what they think were the most\_\_\_\_\_\_ points. It may help to compare notes—you may have missed something.
- 5. Yourself: Consider what questions you would ask if you were the teacher, and write down a \_\_\_\_\_\_ of your own questions.

### **TEST-TAKING STRATEGIES**

When you study for a test, you may have to remember a list of facts or details. Here are a few different strategies to help remember information. Write down some of your own examples or strategies.

#### 1. Flash Cards

Example: To remember angles for a geometry test, one flash card might read "acute" on one side, and the definition ("an angle with a measure between  $0^{\circ}$  and  $90^{\circ}$ ") on the other.

Your example: \_\_\_\_\_

#### 2. Acronyms

Example: HOMES is an acronym to remember the Great Lakes: Huron, Ontario, Michigan, Erie, and Superior

Your example: \_\_\_\_\_

#### 3. Acronymic Sentences

Example: To remember the order of the planets: My (Mercury) very (Venus) earthy (Earth) mother (Mars) just (Jupiter) served (Saturn) us (Uranus) noodles (Neptune).

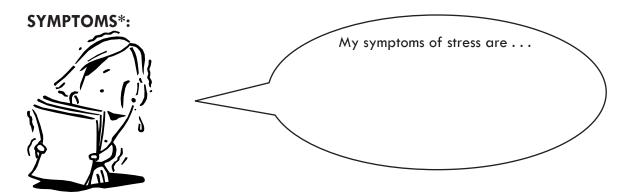
Your example:

#### 4. Other Strategies

### **MANAGING STRESS**

**CAUSES:** List five causes of stress among seventh-graders.

1	
_	
5.	



\*symptoms: signs you know you're stressed.

#### **COPING:**

List three healthy activities that help reduce stress.

1	
2	
3.	

List two people you can talk with to relieve stress.

 1.\_\_\_\_\_

 2.\_\_\_\_\_

### **Roberto's After-School Plans**

Use the chart on the next page to help Roberto plan his day. Write each thing next to the time when he will do it.

- Roberto has a basketball game right after school today. He will probably be home by 5:30 p.m.
- Roberto's dad is working out of town this week and his mom will be picking up his sister from ballet, so Roberto needs to start dinner and set the table. They will all eat together at 6:30 p.m.
- Roberto promised his younger sister he would play a computer game with her. This will probably take an hour. His sister's bedtime is 9:00 p.m.
- Roberto has about one hour of math homework.
- Roberto would like to relax and have time to read the latest Sports Illustrated.
- Roberto needs to study about a half an hour for his science test tomorrow.
- Roberto would like to get on the Internet to check his e-mail and to send a message to a friend who lives across the country.
- Roberto goes to bed at 10:30 p.m.

Roberto's After-School Plans adapted from http://www.dayrunner.com

### **Roberto's Plan**

Time	Activity
3:00–3:30 p.m.	
3:30-4:00 p.m.	
4:00-4:30 p.m.	
4:30–5:00 p.m.	
5:00-5:30 p.m.	
5:30-6:00 p.m.	
6:00–6:30 p.m.	
6:30–7:00 p.m.	
7:00–7:30 p.m.	
7:30-8:00 p.m.	
8:00–8:30 p.m.	
8:30–9:00 p.m.	
9:00–9:30 p.m.	
9:30–10:00 p.m.	
10:00–10:30 p.m.	

Roberto's After-School Plan adapted from www.dayrunner.com

# **Daily Plan-It Instructions**

Use this schedule to create your own plan for the day. Use the four steps below.

### STEP 1: LIST

In the "Things to Do" column, write down all the things you have to do after school. Include homework assignments, sports, chores, and things you want to do to relax.

Things to Do	How long will it take?

# STEP 2: **P**RIORITIZE

In the first column, put a star next to the things you need to do first.

### STEP 3: ESTIMATE

Next to each item with a star, write the amount of time you think it will take.

#### STEP 4: TIMED EVENTS FIRST

Schedule first things first. Start with things that must happen at a certain time, like a doctor's appointment or after-school sports. Highlight things that must occur at a particular time.

If your own list of things to do is short, try making a schedule based on the story below instead.

#### **Radio Reporter**

You are a high school student who has a music show on the local radio station. Tomorrow after school you will interview a new artist live on the radio. To prepare, you want to listen to both her CDs and read a five-page article about her in *People Magazine*. After you've researched her life and music, you'll make a list of questions you want to ask her. You also want to check out a band that you're going to interview next month. They are playing in a place about 10 minutes from your house from 8:00 to 10:00 p.m.

# Daily Plan-It Activity: (\_\_\_\_\_'s Plan)

Time	Activity
3:00–3:30 p.m.	
3:30-4:00 p.m.	
4:00-4:30 p.m.	
4:30–5:00 p.m.	
5:00–5:30 p.m.	
5:30-6:00 p.m.	
6:00–6:30 p.m.	
6:30–7:00 p.m.	
7:00–7:30 p.m.	
7:30-8:00 p.m.	
8:00–8:30 p.m.	
8:30–9:00 p.m.	
9:00–9:30 p.m.	
9:30–10:00 p.m.	
10:00–10:30 p.m.	

Roberto's After-School Plan adapted from www.dayrunner.com

### SUSPECT'S DAILY PLANNER

Name of Suspect: \_\_\_\_\_

Time	Activity
6:00 – 6:30 a.m.	
6:30 – 7:00 a.m.	
7:00 – 7:30 a.m.	
7:30 – 8:00 a.m.	
8:00 – 8:30 a.m.	
8:30 – 9:00 a.m.	
9:00 – 9:30 a.m.	
9:30 – 10:00 a.m.	
10:00 – 10:30 a.m.	
10:30 – 11:00 a.m.	
11:00 – 11:30 a.m.	
11:30 – 12:00 p.m.	
12:00 – 12:30 p.m.	
12:30 – 1:00 p.m.	
1:00 – 1:30 p.m.	
1:30 – 2:00 p.m.	
2:00 – 2:30 p.m.	
2:30 – 3:00 p.m.	

### THE QUICK FIX WATCH

This watch is exactly what you need to take tests. You wear it on your wrist, and you push the "Start" button the minute your teacher says, "There's going to be a test next week." Then it starts bugging you to do the things you're supposed to do before the test, like make sure you bring home the materials to review, study a little every day, and get a good night's sleep the night before. And if you don't do what you're supposed to, like eat a good breakfast that morning, a siren goes off and won't stop screaming until you have at least a bagel or something.

During the test, the watch helps but doesn't cheat. It just reminds you to pay attention to the teacher's instructions and read directions. It tells you to answer questions you know about first, and go over your answers at the end.

This is the watch that every kid needs, especially to pass math and social studies.

### **RUReadyND.com Basic Directions**

#### I. Connecting to RUReadyND.com

- Turn on the computer.
- Click on the icon that connects to the Internet (Internet Explorer, Mozilla, Firefox, etc).
- Type the web address into the dialog box (RUReadyND.com).
- When the Sign In page appears, enter your Portfolio Name and Password into the Student Sign in area at the top of the screen.

#### II. Creating an Account (First Time Users)

- Click **Create a New Portfolio** in the green box in the Student Sign In section. Fill out the Create Your Portfolio form:
  - · Select your city.
  - · Select your school or site.
  - · Leave the drop down box set on "Student."
  - · Enter your first name.
  - · Enter your last name.
  - · Enter your birth date.
  - · Indicate whether you are a male (boy) or female (girl).
  - · Choose your graduation year.
  - Enter a Portfolio Name. This will be the name that you use to sign into RUReadyND.com. Choose a Portfolio Name that will be easy to remember.
  - Create a portfolio password. Enter it into the Portfolio Password and Confirm Password boxes. Remember that the password is case sensitive and cannot include spaces!
  - Enter your e-mail address, if you have one. If you forget your password, you can ask to have it e-mailed to this address. (Optional)
  - · Enter your parent's e-mail address. (Optional)
  - · Click Create Your Portfolio.
  - Write down your Portfolio Name and Password below:

Portfolio Name: \_

Portfolio Password: \_\_\_\_\_

#### III. Career Finder BASIC DIRECTIONS

- Once you have signed in to your Portfolio, click the Choices Explorer badge on the Your Tools page.
- Click the blue **Work** tab at the top of the screen.
- Click on the Career Finder tool, and then click Start Now.
- Read each question on page one and mark how much you would enjoy that activity.

- Read each question on page two and mark how good you are at that skill.
- When you reach the end of the checklists, click Next at the bottom of the page.
- The Career Finder will suggest careers for you based on the items that you checked off.
- Use the drop down box next to the phrase, "Based on your" to change the list to include careers that match your interests and skills, your interests only, or your skills only. This will give you different careers to review.
- Use the drop-down box next to the phrase "here are the..." and select "top 20 careers," or expand the list to include 50 or 100 careers. This will give you more careers to review.
- Click on the name of a career to see how the interests and skills of the selected career compare to your
  interests and skills. You'll see your interests and skills charted in yellow in the graphs on the right of the
  screen. The interests and skills for your selected career will be graphed in blue. If the career is not a good
  match for your interests or skills, don't worry! You can develop your interests and skills over time.
- To read an article, called a Career Profile, about your career, click the name of the career where it appears above the graphs (you'll need to click on it in the list, first).
- Print the list of careers for each of your top clusters by clicking Print This in the upper right corner of the screen.
- Using the lists of careers that are a part of your top career clusters, complete Portfolio page 9, Career Finder Results.

### **Career Investigation**

Career:

#### What They Do:

1. Name three things that a person with this job does during a typical day.

•	
•	
_	
•	

### Education:

2. What kind of education do you need for this job?

### **Get Started:**

- 3. Where else can you find information about this career?
- 4. What is the website address for this association or other Internet site?
- 5. What is one interesting thing that you learned while exploring this website?

# Same Interests, Different Education

Career Cluster	<b>Less Education</b> High School or Community College (H or C)	<b>More Education</b> Community College or University (C or U)
AGRICULTURE, FOOD & NATURAL RESOURCES	Animal Trainer	Veterinarian
ARCHITECTURE & CONSTRUCTION	Carpenter	Architect
ARTS, AUDIO-VIDEO TECHNOLOGY & COMMUNICATIONS	Recording Engineer	Film Editor
BUSINESS, MANAGEMENT AND ADMINISTRATION	Receptionist	Conference Organizer
EDUCATION & TRAINING	Teacher Aid	School Counselor
FINANCE	Collection Clerk	Accountant
GOVERNMENT & PUBLIC ADMINISTRATION	Building Inspector	FBI Agent
HEALTH SCIENCE	Paramedic	Neonatal Nurse
HOSPITALITY & TOURISM	Airline Ticket Agent	Recreation Programmer
HUMAN SERVICES	Nail Technician	Social Worker
INFORMATION TECHNOLOGY	Computer Service and Repair Technician	Computer Game Designer
LAW, PUBLIC SAFETY, CORRECTIONS & SECURITY	Correctional Officer	Lawyer
MANUFACTURING	Machinist	Manufacturing Manager
MARKETING	Retail Salesperson	Fashion Editor
SCIENCE, TECHNOLOGY, ENGINEERING & MATH	Avionics Technician	Mechanical Engineer
TRANSPORTATION, DISTRIBUTION & LOGISTICS	Auto Detailer	Pilot

### **How Much Money?**

You can use RUReadyND.com and Choices Explorer to compare the earnings and outlook for different careers in your state.

- 1. Sign into RUReadyND.com and select Choices Explorer.
- 2. Click the **Work** tab at the top of the page.
- 3. Under Choose a Career Cluster click on the cluster that interests you most.
- 4. Click on the career you want to research.
- 5. Click on the Salary & Outlook button on the left.

#### SAMPLE

Career Cluster

### **LESS EDUCATION**

### **MORE EDUCATION**

Occupation	Occupation
Average Annual Earnings	Average Annual Earnings
Average Hourly Earnings	Average Hourly Earnings
Outlook	Outlook
2008-2018 Growth Rate	2008-2018 Growth Rate

### How Much Money? (continued)

### **RESEARCH** #1

Career Cluster\_\_\_\_\_

Occupation	Occupation
Average Annual Earnings	Average Annual Earnings
Average Hourly Earnings	Average Hourly Earnings
Outlook	Outlook
2008-2018 Growth Rate	2008-2018 Growth Rate

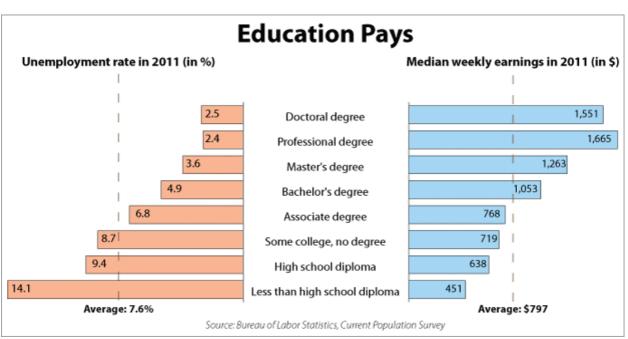
### **RESEARCH #2**

Career Cluster\_\_\_\_\_

Occupation	Occupation
Average Annual Earnings	Average Annual Earnings
Average Hourly Earnings	Average Hourly Earnings
Outlook	Outlook
2008-2018 Growth Rate	2008-2018 Growth Rate

**RESEARCH LIKE A PRO**: When you compare earnings, you have to compare similar things. For example, compare the earnings for a veterinarian in a small town with the earnings for a plumber in a small town.





### **Earnings & Unemployment**

Source: http://www.bls.gov/emp/ep\_chart\_001.htm

Data are 2011 annual averages for persons age 25 and over. Earnings are for full-time wage and salary workers. Note: The earnings on this graph represent national averages. Actual earnings in your state may be higher or lower.

The more education you have, the more \_\_\_\_\_

The more education you have, the less likely it is that you will \_\_\_\_\_

Some careers in construction or the skilled trades require on-the-job training rather than

additional education. Name some of these careers:

### **Career Research**

My Career: \_\_\_\_\_

Website:\_\_\_\_\_



#### What They Do:

Summarize this career in one or two sentences.

List some of the things this person has to do on the job.

\_\_\_\_\_



#### Salary & Outlook

List the average annual earnings and the average hourly earnings for the career that you have chosen. For most careers, these will appear in a grid. For some careers, you will need to read the text on the page to find these answers.

Average Annual Earnings: \$\_\_\_\_\_ a year

Average Hourly Earnings: \$\_\_\_\_\_ an hour

Education
Check the boxes that best describe the education needed for this career.
High school
Apprenticeship (paid to learn on the job)
Tech or trade school (cooking or car repair, for example)
Two-year community college (associate's degree)
Four-year college (bachelor's degree)
Aver than four years of college
Details:

#### Ask the Experts! Likes and Dislikes

(found on the **Interview** tab)

One of the best ways to learn about a career is to learn what the experts have to say about it. Write down at least two things that the experts like and two things that the experts dislike about the career you chose based on the interview you read.

\_\_\_\_

#### Likes:

1	
2	
Dislikes:	
1	
2.	

### What They Do: Lawyer From Choices Explorer

Lawyers, also called attorneys, are experts in persuasion and law. While they perform a variety of functions, their common goal is to use their knowledge of the law to help clients get what they want and, in a way, to reduce friction.

Law is sometimes called the skeleton of society. It is the underlying, hidden structure to the interactions between people. Lawyers help guide those interactions and settle disputes.

Some lawyers work for the government as prosecutors. They prosecute people charged with crimes on behalf of society. Other lawyers work in private practice. They may specialize in different areas, like criminal or family law.

Lawyers tend to work long hours, especially at big city firms. "It's a client-based industry, so when the clients are there and they need you, you have to be there," says Deanna Morash. She's a lawyer as well as director of career services at a law school.

Two of the most important qualities a future lawyer can have are a solid work ethic and attention to detail, says Morash. "In addition to that, strong reading, writing and analytical skills are also key to success," she says.

Large firms tend to focus on a variety of areas, including complicated commercial and corporate law. Smaller specialty firms (also called boutique firms) will often focus on just one or two areas, such as family law or intellectual property.

Law firms charge on an hourly basis or on a percentage (contingency) basis. That means that the lawyers get a cut of the settlement or lawsuit once it's all over.

Lawyers work in many places other than just law firms. One big employer of lawyers is government.

"All levels of government have a need for actual practicing lawyers in their area," says Morash. "They also want people who weren't necessarily even called to the bar... but people with law degrees and the skill set that that offers."

Being called to the bar is what happens after a law student has finished their law degree. When you're called to the bar, you're admitted to a state law society. You're then qualified to call yourself a lawyer and provide legal advice.

Consulting is another career option that's often overlooked. Lawyers provide consulting services in the areas of legal issues (of course!), management, human resources, and business in general. They can also work as in-house legal counsel for a corporation.

"One of the benefits or upsides of a legal degree is that it provides really good skills that tend to be transferable to a lot of other areas, so it's a good foundation," says Morash.

For those interested in humanitarian causes, there are international positions with non-governmental associations such as the Red Cross and Lawyers Without Borders. Academia is another option, although a master's degree or PhD in law is generally required.

Those who want to help people with low incomes can work for a legal aid office. Jeremy White is the managing attorney at a legal aid office in Virginia. "[Lawyers] come here because they kind of want to get their hands dirty, so to speak, and want client contact," says White. "They want to... feel like they're doing some good.

"It's very tangible, it's real basic needs — your housing, your health care, your job," says White. "Even though the case may not be a million dollar case, the effect on that family is just like a million dollar case would be to a corporation."

You might think that legal aid work would be an especially difficult area in which to work. But White says that isn't necessarily true.

"I don't know if it's any more stressful or draining than any other area of the law," he says. "You've got to have a personality that digs in and can endure for the long haul, and I think that's probably true across the legal profession."

SOURCE: RUReadyND.com

# Education: Lawyer From Choices Explorer

Law school is tough and you have to have high marks to get in. Once you're in, hard work will help set you apart from your classmates when it's time to search for a job.

Jonathan Bida is a new lawyer who earned several awards for academic achievement while completing his law degree.

"If you pay attention, if you have some modicum of interest in what you're doing, and you're committed to it, then I think you'll do well," he says of his law school experience. "I really can't see that I'm smarter than other people that I went to law school with. I think I worked harder than most."

Experts say law school graduates who are willing to move to find jobs and who have a specialty will have the easiest time finding employment.

Aspiring law students have to have a full, four-year degree before they start law school. Then, they must write an aptitude test (LSAT) to get into a law school. Law school is three years. At law school, they may attend specialized clinics or courses pertaining to a specific area of law.

Finally, they must pass a bar examination administered by a state law society in order to become a licensed lawyer.

SOURCE: RUReadyND.com

### INTERVIEW WITH AN AUTOMOTIVE TECHNICIAN

If you're thinking that a career as an automotive technician will allow you to hide under the hood of a car, think again! You have to be mechanically inclined, but you must also be highly intelligent and possess excellent people skills—not necessarily in that order.

"This whole job is about people," says Doug Payette, an auto technician and service manager for a large automotive service chain. "You have to talk to people, explain what's wrong with their cars in language they can understand, and calm down irate customers. You have to have good communication skills."

Dealing with people is what Payette likes best about his job. "People rely so much on their cars that, when something goes wrong, it can be very stressful. So, occasionally you have to deal with angry customers. I look forward to the challenge in that. If I can get that angry guy calmed down before he leaves the shop, and know he'll come back again—that feels good."

Of course, not every customer is irate. Most are friendly and appreciative. "When you fix things, you feel good about fixing it. You get a lot of positive feedback from the customers because of the one-on-one contact. That's where the rewards come in."

Others agree. Susie Chivers is an automotive technician for a repair and service shop.

Her four-man — make that a "four-person" shop — can see 30, 40 and even 50 cars a week, with jobs ranging from oil changes to engine work. "Every day is a little different," she says. "I love it."

Chivers explains that this is a career where you get to see results, and that's part of the fun for her.

She says that the ability to fix things was not something with which she was born. "I think that anybody who has the desire to learn can do it. Book-smart is one thing, but hands-on is more important," she says.

Doug Payette has been working for the same company for over 20 years. He started working there after school, unloading tires in a huge warehouse before becoming an apprentice. Eventually he worked his way into management. His experiences starting out at the bottom help Payette to keep everything in perspective when it comes to his own employees.

"It's like any job. It doesn't matter how good a job you're doing if someone doesn't acknowledge it. I have 10 licensed technicians, seven apprentice technicians, six

service advisors and three guys hoping to get apprenticeships working for me. It's important to keep them happy."

Happy? Beno Rubin is definitely happy. He's an automotive service tech instructor.

"I love cars, and working with the right people does make this job much easier. The people in my dealership, from the owner down to us techs, are good people. That means a lot," says Rubin.

The most difficult part of his job is also the most rewarding. "The hardest part of my job is working on a problem that is new to me," he says. "I see it as a learning opportunity. The best time I have with this job is when I take a car in with a problem, diagnose and repair it correctly, and then present the car back to the customer. When the customer has questions about it, I can confidently answer the question and make the customer happy."

This is an occupation that requires some smarts. "The more intelligent the person, the better they comprehend diagnostic techniques in fuel injection," says Payette.

"It's not just about turning wrenches," Rubin adds. "Diagnostic skills are very important. The cars I work on now can have as many as eight different computers in them. Fortunately, many schools are teaching this aspect, with help from the automotive manufacturers."

An interest in computers comes in handy, but a computer can't tell you everything. Knowledge of mathematics is critical.

"Certain aspects of repairing a car require critical measurements of parts," explains Rubin.

"Understanding how to read measurements off of tools, such as micrometers and vernier calipers, is essential. Since many cars today use metric nuts and bolts, conversion from imperial to metric is necessary. Converting fractions to percentages is required when dealing with how much material is remaining [such as brake pads or tire tread depth]. Calculating hours of labor and prices are also needed, but the service advisor is usually the one to present this to the customer."

### Ask the Experts! Interview

Name of Interviewer:

Name of Interviewee:

Career:

Date of Interview:

1. What are your everyday job responsibilities?

2. What do you like about your job?

3. What do you dislike about your job?

4. How did you learn the skills needed to do your job? (Include training and education.)

5. What advice do you have for young people who are considering your career?

SOURCE: RUReadyND.com

### Be A Better Listener

#### Part 1

Under "Effective Listening," list behaviors that show someone you're paying attention. Under "Ineffective Listening," list behaviors that show you're not listening. An example has been done for you.

EFFECTIVE (GOOD) LISTENING	INEFFECTIVE (BAD) LISTENING
Look at the speaker or take notes.	Do something else while someone is talking.

### Part 2

Want to get lots of information? Ask open-ended questions! These are questions that require more than a yes or no answer. For each yes or no question on the left, write a new question that requires more explanation.

YES OR NO QUESTIONS	OPEN-ENDED QUESTIONS
Do you have to go to college for this career?	How do you prepare for this career?
Do you work with other people?	
Do you work long hours?	
Is this job fun?	

# **Career Fair: Presentation Questions**

Below, write the names of each career assigned to the members in your group. Under each career, each team member NOT assigned to that career should write one open-ended question. At the bottom, write two questions that would apply to any career.

Career:
Questions:
)
2)
3)
Career:
Questions:
)
2)
3)
Career:
Questions:
)
2)
3)
Career:
Questions:
)
2)
3)
Questions for any career:
)

## **Oral Presentation: Peer Evaluation**

### Person Presenting: \_\_\_\_\_

For each statement, rate your partner on a scale of one to five.

(needs improvement) 1 2 3 4 5 (good)

1. The presenter spoke clearly.	1	2	3	4	5
2. The presenter spoke loudly enough to be heard.	1	2	3	4	5
3. The presenter spoke slowly, and paused for punctuation or to make a point.	1	2	3	4	5
4. The presenter looked up from his or her notes to make eye contact with the audience.	1	2	3	4	5
5. The presenter appeared relaxed.	1	2	3	4	5
6. The presenter stood up straight.	1	2	3	4	5

### **Career Bingo Card**

Find a classmate whose career fits the description below. Have them write the name of the career on the line in the box. Get five boxes in a row—up, down, or diagonally—to win!

I work with animals.	l work with machines.	l can start my own business.	l work more than 40 hours a week.	l have summers off.
I need to know a lot about one thing.	l make more than \$60,000 a year.	l graduated from a vocational school or two-year college program.	On-the-job training was required for my job.	My job requires further study after college.
l have to be good at following directions.	l do office work for a large part of the day.	FREE	l'm on my feet for most of day.	There are lots of jobs for people with my career.
My career is competitive — few jobs, lots of people who want them.	l work outdoors much of the time.	l graduated from college.	My job requires me to travel a lot.	l can earn big bonuses.
I spend many hours working at a computer.	My job allows me to be creative.	l need good "people skills" to do this job.	l am sometimes "on call" during the evenings and weekends.	l have to be a good problem-solver to do my job well.

# **ADVERTISING TECHNIQUES**

Technique	How it Works
Panduran	Everyone is using the product. Don't be left out!
Bandwagon	EXAMPLE: Everyone is shopping at this clothing store. You should, too.
Celebrity	A famous person recommends the product.
Testimonial	EXAMPLE: An actress or singer uses X brand of makeup.
	Using the product will make you look or feel like the people in the ad, who are amazing and great.
Be Like Me	EXAMPLE: Wear X brand of running shoes, and you'll be as fast as the guy in the ad.
	This ad tells a story, and tugs at your emotions.
Heartstrings	EXAMPLE: A cute kid gets a good report card. His dad is so proud he treats him to lunch at a fast-food restaurant, where they are seen laughing as they eat fries.

### Sources:

#### Media Awareness Network Marketing to Teens — Advertising Strategies

 $http://www.media-awareness.ca/english/resources/educational/handouts/advertising\_marketing/mtt\_advertising\_strategies.cfm$ 

### **Questions for Analyzing Ads**

Think about these questions as you examine each ad. Write your responses on the lines below.

#### AD #1

What product is the advertisement for?

Who is the target audience?

What is the message?

How are the pictures trying to make you feel?

What advertising techniques are being used to sell the product? Explain how each technique is being used.

### AD #2

What product is the advertisement for?

Who is the target audience?

What is the message?

How are the pictures trying to make you feel?

What advertising techniques are being used to sell the product? Explain how each technique is being used.

### **Spending Smarts Questionnaire**

1. When I get money, I: (circle one response)

a. Spend it all

b. Save it all

- c. Spend some and save some
- 2. Something I'm happy I spent my money on recently is:

because:

- 3. Something I regret I spent my money on recently is:
  - because:\_\_\_\_\_
- 4. I wish I had extra money for:
- 5. I think my spending habits: (circle a response, and then explain on lines below)
  - a. need improvement
  - b. don't need improvement

because:\_\_\_\_

SOURCE: Adapted from the tween website It's My Life (http://pbskids.org/itsmylife/) © 2005 CastleWorks, Inc.

### **SPENDING DIARY**

Being aware of your spending habits is the first step to budgeting. This is a spending diary. A spending diary allows you to keep track of your money by jotting down when you are spending money, what you're spending it on, and how much you're spending. Over the next week, try using the spending diary to keep track of how you spend your money. (If you don't have money of your own, ask your family members to help you estimate how much money has been spent on you during the week, and what each item costs.) By the end of the week, you may be surprised to see where your money goes.

Day	Item Bought	Amount Spent

### **Spending Diary**

# Lindsay's Spending Diary

Day	Item Bought	Amount Spent
Monday	Snapple	\$1.50
Monday	Trident gum	\$1.25
Monday	Bus to and from school	\$3.00
Tuesday	Rented DVD	\$5.50
Tuesday	Lunch at McDonalds	\$6.25
Tuesday	Bus to and from school	\$3.00
Tuesday	Gap t-shirt	\$10.00
Wednesday	Bagel with cream cheese and Tropicana orange juice	\$4.10
Wednesday	Bus to and from school	\$3.00
Wednesday	Arcade	\$10.75
Thursday	Bus to and from school	\$3.00
Thursday	School lunch	\$3.50
Thursday	CD	\$12.99
Friday	Snapple	\$1.50
Friday	Bus to and from school	\$3.00
Friday	Old Navy hat	\$7.49
Friday	Two slices of pizza and soda	\$5.00
Saturday	Movies	\$9.00
Saturday	Popcorn and soda	\$6.00
Sunday	Magazine	\$4.00

# **Class Trip**



Lindsay gets a small allowance for doing her chores, which she can spend as she likes. Her mom gives her money for her basic needs. For example, her mom pays for lunch and the bus back and forth from school. Lindsay can sometimes talk her mom into buying something when they're in a store together.

In four weeks, Lindsay's class is going on a trip that will cost \$100. When her mom hears about it, she just shakes her head and says that it costs too much money.

Her mom agrees to pay for the trip if Lindsay can come up with a plan for saving money. How will she do it?

Lindsay divides the total she needs to save (\$100) by the time she needs to save it in (four weeks,) and sees she'll have to save \$25 a week until the class trip. Lindsay uses a spending diary to write down everything her mom buys her for one week.

Expense	Last Week (total from spending diary)	Budget for Next Week	
Food			Lindsay has to take the
Transportation	\$15	\$15	bus to school. This expense stays the same.
Clothing			
Recreation (Fun)			To save \$25 a week, Lindsay's total spending needs to be
Total	\$103.83	\$78.83	\$78.83 or less.

Use Lindsay's spending diary to figure out how much she spends in each category.

**STEP 1**. Add up how much she spent in each category last week. Write each total in the correct box. (An example has been provided in each category.)

FOOD		CLOTHING		RECREATION	
ltem	Cost	ltem	Cost	ltem	Cost
Trident gum	\$1.25	Gap t-shirt	\$10.00	Rented DVD	\$5.50
TOTAL		TOTAL		TOTAL	

**STEP 2**: List some of the things you think she can do without. A Snapple? A CD? A bagel in the morning? (Remember, you'll need to find \$25 worth of stuff she doesn't need.)

	ltem	Cost
Example:	Old Navy hat	\$7.49

**STEP 3: Subtract each unneeded item from the category where it belongs.** Write the new totals for each category in the boxes under "Budget for Next Week." These numbers show how much Lindsay can spend next week in each category. (Remember: total expenses for food, clothing, transportation, and recreation can be no more than \$78.83.)

FOOD		CLOTHING		RECREATION	
TOTAL		TOTAL		TOTAL	
	-	\$17.49	- \$7.49		-
	-		-		-
	-		-		-
	-		-		-
Budget for		Budget for		Budget for	
Next Week		Next Week		Budget for Next Week	

# **Comparison Shopping**

Facing a tough buying decision? Use a chart to compare products.

### Iced Tea

Choices	Price	Brand	Convenience	Features	Quality
Joe's Corner Store					
Stop N' Shop					

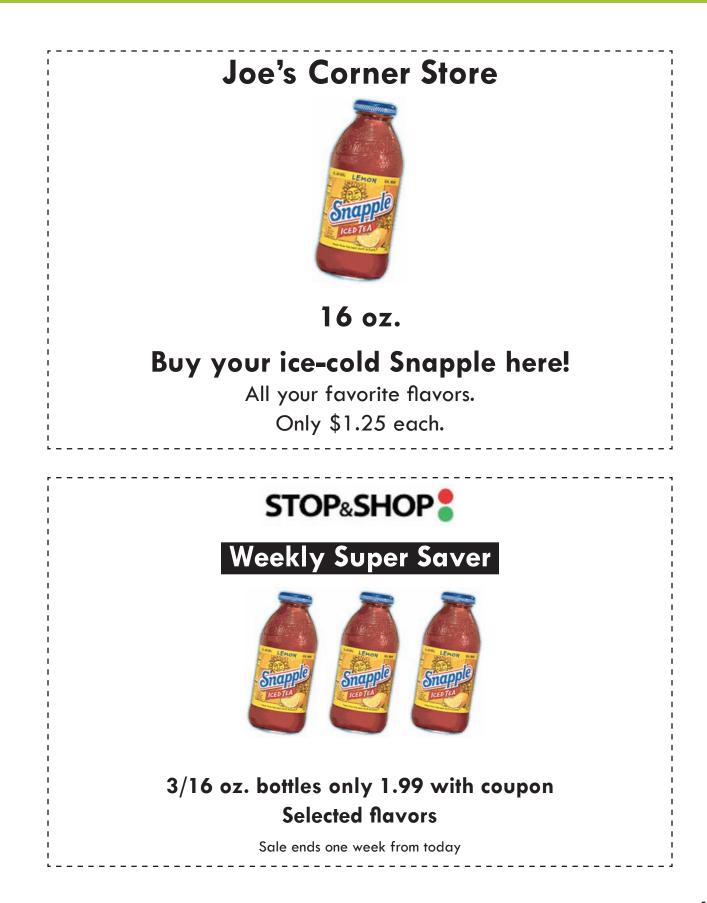
### Work Boots

Choices	Price	Brand	Convenience	Features	Quality
Timberland					
Payless					

### **Basketball**

Choices	Price	Brand	Convenience	Features	Quality
Wilson Evolution					
Spalding NBA					

Grade 7, Money Matters 3: Budgeting II Student Handbook, Snapple Ads



# Sale



# 30% off while supplies last Timberland 6" Premium Work Boot \$145

There's just no substitute for a sturdy, Guaranteed Waterproof boot to keep feet comfortable and dry, rain or shine. And we've been making this one since we opened our doors over 30 years ago. Rugged and dependable, we like to think of it as the role model for everything we make today. Imported.

- Customize this boot for an additional \$30
- Premium guaranteed waterproof nubuck leather for comfort, durability, and abrasion resistance
- Direct-attach waterproof construction keeps feet dry and comfortable
- Durable laces with Taslan fibers for long-lasting wear
- Rubber lug outsole for traction and durability
- Padded collar for a comfortable fit that locks out debris
- Rustproof hardware for long-lasting wear
- Embossed logo on side

### **Payless Waterproof Work Boot**



Stay dry! Man-made upper laces up the front for a good fit. Shoe is made from water resistant materials to keep feet dry. Rubber sole is flexible. Padded insole provides all day comfort. Padded collar provides additional comfort around the ankles.



