

Equip Unit 1: How Do I Communicate?

VERBAL & NON-VERBAL

Oh, the Drama!

1.1 How Well Do You Communicate?

[Journal Entry](#) - More than language

Assessment: How Well Do You Communicate?

1.2 Conversational Communication

[Journal Entry](#) - Miscommunication

Gallery Walk - Listening

Assessment: How Well Do You Listen?

Conversation Practice Scenarios

Charge the Connection! - Are You Listening?

1.3 Distractions to Listening

Assessment: What Are Your Listening Blocks?

[Journal Entry](#) - Listening blocks

Distracted Listening

1.4 Strategies for Listening

[Journal Entry](#) - Who was *really* listening?

Active Listening Practice

- Do You Hear What I Hear?
 - Conversation Starters
- Listen UP!
- Talking That Improves Listening
- The Question Game
- Where Are You?

Equip Unit 1: How Do I Communicate?

WRITTEN

Parent Share

[Journal Entry](#) - How writing caused a problem

1.5 Email Etiquette

Assessment: Email Etiquette

Email Mstakes 🤖

1.6 Text Messages

Rules 2 Text By

Charge the Connection! - Rules 2 Txt By

1.7 Summary: Written Communication

Discussion Topics

Crafting a Professional Email

RESUME

1.8 What Should It Look Like?

[Journal Entry](#) - Why I should use a simple format

Formatting Headings

1.9 Summarize Yourself!

Resume Summary Starter

This Is Me!

1.10 Your Education

[Journal Entry](#) - Including your education

Your Education

Equip Unit 1: How Do I Communicate?

RESUME

1.11 So What?! Statements

Action Verbs
Creating Accomplishment Statements
What *Really* Happened?

1.12 Put It All Together

[Journal Entry](#) - Easiest and most difficult
What Should It Look Like?
Resume Template

INTERVIEW

Journal Entry - Interview fears and confidence

1.13 Interview - Before

Where to Start
60 Second Commercial
A Few Tough Questions
A Few Behavioral Questions
[Journal Entry](#) - Weakness and strength
[Parent Share](#)
A Few Questions for the Interviewer

1.14 Interview - During

1.15 Interview - After

Thank You

1.16 Power of Practice

A Few More Questions
[Parent Share](#)
Interview Practice Scenarios
[Charge the Connection!](#) - Career Fair
o Interview Notes

Equip Unit 2: How Do I Succeed?

2.1 Emotional Intelligence

[Journal Entry](#) - How is E.I. an indicator of success?

Gallery Walk - Emotional Intelligence

2.2 Self-Awareness

Different Realities - Optical Illusions

Types of Negative Thoughts

Identifying Negative Thoughts In Comics

[Journal Entry](#) - Physical symptoms of emotions

Take a Selfie!

I'm Working On It...

Building Self-Awareness

2.3 Self-Management

Reframing Automatic Thoughts

Reframing Automatic Thoughts (ICES method)

I'm Working On It...

What Do You Know About Self-Management?

2.4 Social Awareness

Different Realities - Social Situations

[Journal Entry](#) - Describe your social awareness

I'm Working On It...

What Do You Know About Social Awareness?

2.5 Social Management

Managing Difficult Relationships

I'm Working On It...

What Do you Know About Social Management?

Building Social Management Skills

Charge the Connection! - Role Play

Equip Unit 2: How Do I Succeed?

2.6 Summary - Emotional Intelligence

[Journal Entry](#) - E.I. in your own words
Emotional Intelligence At Work

2.7 Adaptability and Change

Life Happens

2.8 Why Be Adaptable?

[Journal Entry](#) - Growth mindset
Fixed vs Growth mindsets

2.9 How to Adapt

Assessment: How Do You Like Change?
How to Adapt
Live Long and Prosper

2.10 Facing Change

[Journal Entry](#) - Nothing to fear but fear itself
Facing Change
Facing Fear and Failure

2.11 Decision Making

[Parent Share](#)

2.12 Decisions, Decisions

Villains
Good Grief!
Which Villains Affect You?
[Parent Share](#)

Equip Unit 2: How Do I Succeed?

2.13 Battling Biases

What Weapons Do You Use?
W.R.A.P. Your Decisions
[Journal Entry](#) - Victims of villains

2.14 Deal With It

Play the Movie to the End
Brainstorming Decisions
Decisions, Decisions
Charge the Connection! - Decoding Decisions

2.15 Conflict Management

[Journal Entry](#) - Managing conflict as a positive experience
How Do You Do Conflict?
Discussion Questions: Consider This...

2.16 Conflict Resolution

Strategies for Resolving Conflict
You Say You Want a Resolution
[Journal Entry](#) - We can work it out!
Charge the Connection! - Strategies: 5 Whys & Accentuate the Positive

2.17 Crucial Conversations

How Do You Approach Crucial Conversations?
Crucial Conversations

2.18 Summary - Conflict Management

Discussion: Conflict Management in Action
How Would You Change History?

Equip Unit 3: How Do I Get It Done?

3.1 S.M.A.R.T. Goals

S.M.A.R.T. Goals

3.2 Overcoming Obstacles

Overcoming Obstacles

Overcoming Weaknesses

3.3 Strategies for Reaching Your Goals

Stretch Goals

Time Management Tips

More Strategy Practice