

PREPARATION UNIT

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PREPARATION UNIT

Scope & Sequence

SCANS FOUNDATION SKILLS										
Lessons	1	2	3	4	5	6	7	8	9	10
Basic Academic Skills:										
Reading	X	X	X		X		X	X		X
Writing		X	X	X	X	X			X	X
Math										
Listening	X	X	X	X	X	X	X	X	X	X
Speaking	X	X	X	X	X	X		X	X	
Thinking Skills:										
Creative Thinking	X		X	X		X			X	X
Decision-Making									X	
Problem-Solving			X					X		
Visualizing		X		X		X				
Knowing How to Learn					X				X	
Reasoning			X			X		X		
Personal Qualities:										
Responsibility	X	X	X		X		X	X	X	
Self-Esteem			X	X						
Sociability	X					X	X	X	X	X
Self-Management		X	X	X	X				X	
Integrity/Honesty		X	X					X		

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Introduction

RATIONALE

The Transitions Curriculum is designed to help students reach for and appreciate their personal best. In order to do this, they must understand the rules and structure of a classroom and their own ability to get along with others.

PURPOSE

The purpose of this section is to prepare students for this course of study. They will understand the structure of the class and will begin to practice looking beyond themselves to the needs and feelings of others.

OVERVIEW

In the Preparation Unit, students will become familiar with the format of *The Transitions Curriculum* lessons, including the Roundtable, activities, individual and group interaction, homework and Key Words. Students are asked to make a commitment to the class as they participate in determining the rules of the classroom.

Additionally, students will learn about the service project and the importance of participating in their communities and giving of themselves. Students will practice showing consideration and courtesy to others by welcoming and learning from guest speakers and writing thank you letters.

This section will provide a foundation for the rest of the *Personal Management* units. Lessons 9 and 10 are to use throughout the units whenever a guest speaker is invited to present a topic. The service project is to be completed by the end of the semester and should be started as early as possible.

ADVANCE PREPARATION

Read each lesson at least one day in advance in order to prepare discussion examples, as well as other materials. For some lessons, you may need to prepare screen images of handouts or complete forms or checksheets to use as examples.

MATERIALS & RESOURCES

All handouts, checksheets, worksheets and guidesheets for the students' Transition Guidebooks are provided in the CD. These materials are in the order they are mentioned in lessons. Occasionally, a lesson will refer to materials from previous lessons. Today 65% of all jobs require use of a computer and this will no doubt increase over time. It is important to have students practice computer skills to complete lesson activities and assignments.