

TABLE OF CONTENTS

Choices

<i>Control Theory</i>	3
<i>Making Choices</i>	5
<i>The Best Choice</i>	5
<i>Types of Consequences</i>	6
<i>Goal Setting</i>	15
<i>Objectives Development</i>	16
<i>Goals and Objectives Worksheet</i>	17

Education & Career Preparation

<i>Education & Career Preparation</i>	19
<i>Educational Problem Solving</i>	19
<i>Study Habit Guidelines</i>	20
<i>Educational Decision Making</i>	21
<i>Best Chance for Success</i>	22
<i>Decisions...Decisions</i>	24
<i>Interests</i>	26
<i>Career Skill Survey</i>	29
<i>Career Interest Focus</i>	30
<i>Values, Interests and Skills</i>	34
<i>Personal Data</i>	35
<i>Personal Data Worksheet</i>	36
<i>Job Preparation</i>	39
<i>Job Application Legalities</i>	42
<i>Interview Preparation</i>	45
<i>Job Search</i>	49
<i>Job Applications</i>	50
<i>Possible Interview Questions</i>	51
<i>Résumés</i>	53
<i>Follow-up Letter</i>	55
<i>Job Retention</i>	56
<i>Desirable Work Habits</i>	57
<i>Job Search Resources</i>	59
<i>References</i>	59
<i>Job Search Record</i>	60
<i>Goals and Objectives Worksheet</i>	61
<i>Assignments and Follow-up Activities</i>	62



Choices

Life outcomes result from the choices individuals make. Human behavior is never random or without purpose and it is a complex interaction of thoughts, feelings and actions. All behavior is a choice and all choices are made in an attempt to meet our most basic human needs for survival, power, love, belonging, freedom and fun. Understanding underlying motivations and evaluating potential consequences positions young people to make effective life choices that result in a successful transition to adulthood.

CONTROL THEORY

According to William Glasser, M.D., founder of Control Theory, “All of our choices and behaviors have a purpose”. The purpose of the choices we make is to meet a basic human need. Dr. Glasser states that all humans have 6 basic human needs. They are:

SURVIVAL

Staying Alive

POWER

Self-Worth, Feeling of Value and Competence

LOVE

A Sense of Being Cared About Unconditionally

BELONGING

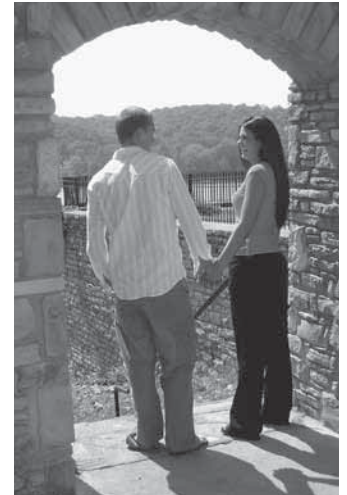
Being Part of a Family

FREEDOM

Having the Ability to Choose

FUN

What You Do that Makes You Happy



We make choices in order to meet one or more basic human needs.

Important Principles of Control Theory

- The only person whose behavior we can control is our own.
- All behaviors are made up of thinking, feeling, acting and physiology.
- We can control our feelings and physiology through how we choose to act and think.
- Every person has the ability to choose the outcomes of their lives.
- We satisfy our needs by satisfying the pictures in our “quality world”.
- Crisis is the result of one of our basic human needs being unmet.
- Conflict is a result of an encounter with an opposing human need.
- We have a choice in how we attempt to meet our basic needs.
- We have a choice in how we manage our needs being unmet.

*Behavior
isn't random,
it always has
a purpose.*

Personal Power

Each of us has the ability to choose and direct the outcome of our life. How we increase our personal power is by making positive, need-fulfilling life choices.

Write down how you attempt to meet your basic human needs presently. Make sure to review and account for all 6 basic human needs and include other important people.

Quality World

A person's quality world is a picture of how they want their life to be. Use each of the basic human needs as a guide to establish how you want your quality world to be. Write a description of your quality world. Who has control over the outcomes of your quality world?

Self-Esteem

Self-Image

What impacts our self-esteem? Why?

MAKING CHOICES

Every day we are constantly making choices. Whenever we do anything, we have to make a choice to behave in a certain way. Even when we don't do something we have made a choice.

Often we are not aware of our choices. We say things like "we just felt like doing it", or "we did what we had to do" or "we had no choice". It is extremely important to understand and believe that we almost ALWAYS have a choice. When somebody tells us we must do something, we have a choice whether we will or will not do it.

When we are little there are often many adults telling us what to do. They can pick us up and carry us from place to place if they choose. They can punish us if we do something they don't like. As we grow bigger and older we gain more control over our lives.

When we become adults we have a great deal of freedom about the choices we make. Do understand that as adults the choices we make have consequences. When we want to do something or change our behavior, we need to evaluate all our options and make choices that lead to desired consequences.

*Today is the
first day
of the rest
of your life.*



THE BEST CHOICE

All behaviors and actions result in some type of outcome or consequence. These can be positive (good), negative (bad) or neutral.

Sometimes we have to endure negative consequences for a time in order to get to a positive outcome or end result. Giving up a fun night of going out with friends (negative) to study for a test at school leads to better grades (positive). Sometimes a positive choice leads to a negative consequence. For example, staying up late to watch a favored television show (positive) leads to being tired in the morning (negative).

Each of us must "choose" how we will behave. When we don't think through the consequences and make good choices, we are sometimes surprised by what happens. Learning to think through the consequences ahead of time will help us make the best choice.

*Every young
person can
control the
outcome of their
lives by making
effective life
choices.*