

Workplace Readiness Skills for the Commonwealth

Grades 6 – 8

Home

Professional Knowledge and Skills

15. Time, Task, and Resource Management: Organizes and implements a productive plan of work

Objective: Child will use different plans to complete activities.

Activities:

1. Develop a chore chart with specific times and days that the chore needs to be completed (e.g. emptying the trash cans and taking the trash to curb the night before trash pick-up). Have child use the chart.
2. Completes homework at designated time each day.

Objective: Child will develop habits to maintain belongings.

Activities:

1. With your child identify his/her belongings and decide a method to maintain good condition. Follow through by checking up on the items with your child once or twice a week.
2. When possible have the child use their money/allowance to buy his/her own things.