

# Workplace Readiness Skills for the Commonwealth Grades 6 – 8 School

## Personal Qualities and People Skills

4. **Self-Representation:** Dresses appropriately and uses language and manners suitable for the workplace

**Objective:** Students will learn how to dress appropriately.

### **Activities:**

1. Make a collage of appropriate clothing for school. Make a collage of appropriate clothing for the work place. Compare and contrast the differences and similarities.

**Objective:** Student will use language and manners suitable for the occasion.

### **Activities:**

1. Model and teach students appropriate manners in the classroom and then practice in the community and school environment (e.g. please, thank you, to distinguish between when to use “yes” or “yes ma’am”, respond appropriate to figures of authority).