



## APARTMENT HUNT WORKSHEET

### INSTRUCTIONS:

Look in the classified ad section of the newspaper – at home, in the school or public library, or online – and find a one-bedroom apartment in your town that you would like to live in if you lived on your own. Choose an apartment that is reasonable in terms of price and features.

Record on this worksheet the apartment's features, restrictions and requirements, as well as the monthly rent and the one-time fees and deposits required. If some of this information isn't available in the ad, get your parents permission to call the phone number in the ad, explaining that you're doing a school assignment, and ask for the missing information.

1. Apartment Features (location, view, security features, washer & dryer included, lanai, pool, exercise facilities, etc.): \_\_\_\_\_  
\_\_\_\_\_

2. Restrictions and Requirements (minimum lease, first and last month's rent, security deposit, damage deposit, credit check fee, no smoking, no pets, etc.): \_\_\_\_\_  
\_\_\_\_\_

3. Monthly Rent: \$ \_\_\_\_\_



4. Total One-Time Fees and Deposits: \$ \_\_\_\_\_

When you have completed this sheet, clip the ad from the paper (or print it from the Web site) and bring it and this worksheet to the CHOICES presentation in this class.

THANK YOU!

## TIME MANAGEMENT

### Weekday Clock



### Weekend Clock



### Free Time

Weekdays \_\_\_\_\_ x 5 = \_\_\_\_\_

Weekend \_\_\_\_\_ x 2 = \_\_\_\_\_

Total Free Time = \_\_\_\_\_

Less \_\_\_\_\_ x 7 = \_\_\_\_\_

Remaining Free Time = \_\_\_\_\_



## MY PLAN TO TAKE CHARGE OF MY LIFE

I BELIEVE THAT I CAN TAKE CHARGE OF MY LIFE BY MAKING WISE CHOICES.  
I HEREBY COMMIT TO THE FOLLOWING PLAN OF ACTION AS PART OF MY EFFORT TO TAKE CHARGE:

**1. My Education Plan** (attendance, effort, homework, grades):

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**2. My Family Life Plan** (getting along, helping out, spending time with my family):

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**3. My Personal Life Plan** (eating, sleeping, exercising, journaling, taking care of myself):

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**4. My Friends Plan** (who they are, what we do, how we treat others):

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**5. My Future Plan** (career, relationships, life goals, giving back):

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**6. My Getting Help Plan** (parents, teachers, counselors, coaches, role models):

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Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signed: \_\_\_\_\_ Witness: \_\_\_\_\_

(parent, teacher, counselor, etc)

*Please see reverse for suggestions to help your plan succeed.*

## MY PLAN TO TAKE CHARGE OF MY LIFE

### PLANNING SUGGESTIONS

#### SETTING YOUR GOALS:

1. Set goals that challenge you a little, but are still achievable (i.e., I will improve my math grade from a "C" to a "B").
2. Set goals that will get you where you want to go, and that work together (i.e., I'm going to become a software developer, so I will take a keyboarding class).
3. When setting long-term goals, break them down into shorter-term steps that will help you get there (i.e., I will achieve a 3.5 GPA, so I must earn a B+ in each class; therefore I will improve my attendance, attention and attitude, and I will spend enough time on class work and homework to get that grade in each class).

#### ORGANIZING YOUR PLAN:

4. Obtain a notebook or journal, and put this plan in the front of it. Use this notebook or journal as your personal planner. You may need to use the first few pages of your planner to complete parts of your plan that don't fit on the first page. Make copies of the Weekly Planner you received during the first day of the CHOICES presentation (on the back of the time clocks) to include in this personal planner.

#### OBSTACLES TO SUCCESS:

5. Record in your planner what obstacles or people might prevent you from reaching your goals (i.e., too much TV, the influence of bad friends, etc.). Consider the ways you can overcome these obstacles, and write them down as part of your plan (i.e., in the above example, choose what TV shows you can live without, or change some of your friends).

#### GETTING HELP:

6. Record what kind of help you need from others to meet your goals. Include problems or concerns you have in your life, and who you can talk to about them. Include whom you are going to talk to and when (set a date and time). If you feel you need help right away, write a note to that person right now, asking them for help. **People to talk to:** a parent, grandparent, teacher, coach, counselor, mentor, pastor or friend. **Problems or concerns:** grades, family, boyfriend, girlfriend, other friends, feelings of loneliness, sadness, or fears, issues like drugs, sex, alcohol, AIDS or peer pressures.
7. Ask a parent, teacher or other trusted adult in your life to help you make your plan, and ask them to sign it as a witness. Also ask them to help you meet your goals by checking in with you each week. Then use your own decision-making skills and your own self-discipline to take the steps necessary to reach your goals. Remember that, even with the help of others, you are ultimately responsible for the choices you make. You can do it!

#### CHECK YOUR PROGRESS:

8. Check in with yourself and your adult helper every week to evaluate your progress. Note in your planner how you did in the past week and what your steps will be for the next week. Try dividing a page in your journal or notebook in half vertically; on the left, record your progress in the past week, and on the right, record your steps for the next week.

#### REWARD YOURSELF:

9. Choose some ways to reward yourself for your goals as you meet them (i.e., buy yourself a new CD, take yourself out to lunch, give yourself a bouquet of flowers, etc.). This is your incentive to keep at it. You're worth it!

**"I AM NOT WHAT HAPPENED TO ME; I AM WHAT I CHOOSE TO BECOME."**

James Hollis



## JOB HUNT WORKSHEET

### INSTRUCTIONS:

Look in the classified ad section of the newspaper – at home, in the school or public library, or online – and find two different jobs. The first should be as close to your dream job as you can find. Note in the “Dream Job” section of this worksheet the job title, how much it pays, a description and other features of the job, the job benefits, and finally, the educational requirements and other eligibility requirements the job may have, if provided. Then find another job listing that you think you could get if you dropped out of school at age 16. Record all the same information in the bottom section of this worksheet.

### DREAM JOB

1. Job Title: \_\_\_\_\_
2. Rate of Pay (Note Annual, Monthly or Hourly): \_\_\_\_\_
3. Description and Features (duties, hours, location, employer information, etc.): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. Benefits (vacation, health and life insurance, company car, etc.): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. Qualifications required or preferred (education, certification, experience): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### DROPOUT JOB


1. Job Title: \_\_\_\_\_
2. Rate of Pay (Note Annual, Monthly or Hourly): \_\_\_\_\_
3. Description and Features (duties, hours, location, employer information, etc.): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. Benefits (vacation, health and life insurance, company car, etc.): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. Qualifications required or preferred (education, certification, experience): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

When you have completed this sheet, clip both ads from the paper (or print them from the Web site) and bring them and this worksheet to the CHOICES presentation in this class tomorrow.

THANK YOU!

## FUTURE IMPACT

HOW INCREASING MY EDUCATION COULD AFFECT:

Me	My Family & Friends	My Community & World
		

## CHOICES IN REVIEW

1. Many factors affect who I am and will become. . .

. . . do I control these factors or allow them to control me?

2. My decisions have short- and long-term consequences. . .

. . . should I think about the results of my decisions before or after I make them?

3. How I use my time now will impact the quality of my future. . .

. . . how will I use my time now to improve my future?

4. The choices I make now will affect my future income. . .

. . . how hard am I willing to work today for what I want tomorrow?

5. The school choices I make now will affect my career and life opportunities. . .

. . . what kind of career do I want and how much education will I need to enjoy it?

6. The choices I make now will affect many others in the future. . .

. . . what choices will benefit me, my family and the world now and in the future?

7. The key to success is self-discipline. . .

. . . how can I balance work, learning and fun time to get where I want to go?