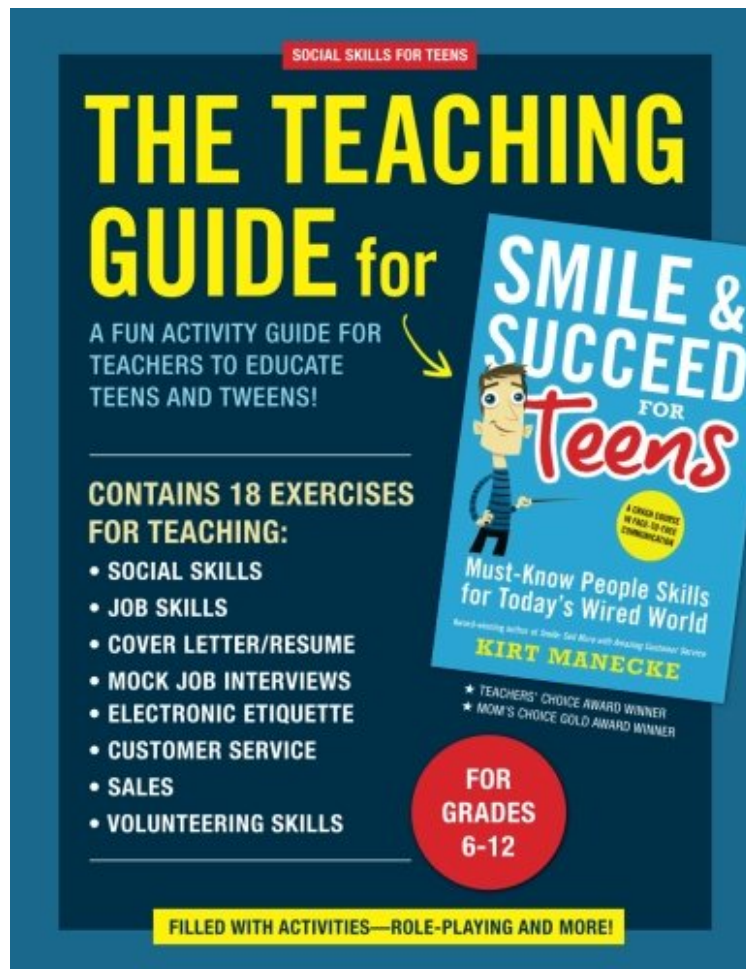


Social Skills for Teens: The Teaching Guide for Smile Succeed for Teens

Kirt Manecke

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Social Skills for Teens is The Teaching Guide for the award-winning book Smile Succeed for Teens: Must-Know

People Skills for Today's Wired World. This information-packed guide is created by teachers as a supplement to the book to help you teach a fun and effective life skills and career skills curriculum for teens and...there's more! It's short and fun. Perfect for CTE (career and technical education), social skills, DECA, transition, school to work teachers, home school, and youth groups. This Teaching Guide is also popular with special education teachers teaching students with special needs and autism. Harvard University says Social Skills are the Top Factor for Getting a Job-ARE YOUR STUDENTS PREPARED? When you use this Teaching Guide along with the book Smile Succeed for Teens you will learn how to: Easily and successfully help your students apply the techniques in Smile Succeed for Teens. Assist your students in improving critical communication skills for success in school, work, and life. Guide your students as they prepare for a job and help them get a positive head start in their career. Help students who have jobs or volunteer to quickly improve customer service and increase sales or donations. Help you effectively teach the 21st Century Skills in the book Smile Succeed for Teens. FILLED WITH ACTIVITIES - ROLE-PLAYING AND MORE! REPRODUCIBLE WORKSHEETS FOR THE CLASSROOM. This Teaching Guide is an Activity Guide for Teachers: Covers PEOPLE SKILLS, JOB SKILLS, COVER LETTER/RESUME. MOCK JOB INTERVIEWS. ELECTRONIC ETIQUETTE, CUSTOMER SERVICE, SALES, VOLUNTEERING SKILLS and more. 18 exercises for teaching the social skills and job skills in the book Smile Succeed for Teens. Created By Teachers to Help Teens Succeed! For Grades 6-12 Inside this supportive book you will also find indispensable tips, proven techniques, and "must-do-now" strategies. This valuable teaching guide generates immediate results for success in school, life and work. In no time you will be helping teens master priceless social skills, prepare for a job and get a head start in a career. This is the perfect asset for those who want to help teens looking for a job, working, starting their own business, volunteering or applying to college. You will teach them to make a powerful first impression that will positively impact their future for years to come! For Classroom Use and MORE Are you using Smile Succeed for Teens to teach teens outside a classroom? Good news! This Teaching Guide is also an ideal church and youth groups (scouting, etc.) tool and can be used powerfully for nonprofits, businesses employing teens, and more. Short, quick and easy to use and implement, just like the book Smile Succeed for Teens. The lessons in the Teaching Guide are flexible and can be assigned daily, semiweekly, weekly or whenever there is available time in the classroom. Packed inside, you will find all you need to ensure that your students succeed in school, work, and life with this essential life and career skills curriculum for teens! Table of Contents Exercise 1 Informational Text Scavenger Hunt Exercise 2 Essential People Skills Exercise 3 Evaluating Personal Experience Exercise 4 Role Play Top Ten People Skills (Ch. 1) Exercise 5 Create a Flyer (Ch. 2) Exercise 6 Build a Cover Letter and Resume (Ch. 2) Exercise 7 Mock Interview (Ch. 2) Exercise 8: Keep Your Job (Ch. 2) Exercise 9 Overcome Stress Evaluation (Ch. 2) Exercise 10 Master Electronic Etiquette (Ch. 3) Exercise 11 Role Play Customer Service Skills (Ch. 4-6) Exercise 12 Answer the Phone with a Smile (Ch. 4) Exercise 13 Role Play Fundraising Skills (Ch. 7) Exercise 14 Be a Mystery Shopper (Ch. 1-7) Exercise 15 Service Learning Project (Ch. 7) Exercise 16 Make it Stick (Ch. 1-7) Exercise 17 Quotations, Illustrations, Computer Monitors, and Wired Tips (Ch. 1-7) Exercise 18 Book Review (Ch. 1-7) Appendix Lesson Worksheets Purchase this Teaching Guide today to give teens a huge head start for success in school, work, and life!

"Social Skills for Teens is the Teaching Guide for the award-winning book Smile Succeed for Teens: Must-Know People Skills for Today's Wired World. This guide makes teaching the critical information and 21st Century Skills in Smile Succeed for Teens quick, easy and fun! It's very popular with special education teachers too." Kirt Manecke, author From the Author The Teaching Guide for Smile Succeed for Teens makes it even easier to teach and reinforce the critical lessons and methods in the book Smile Succeed for Teens. Filled with role-playing activities. Whether you are teaching teens in a classroom, youth group, business or church setting, this Teaching Guide makes it easy for any instructor or leader to use the book Smile Succeed for Teens and engage teens in fun and educational activities. These valuable activities prepare teens for success at work, with friends, at college and more. The activities in the Teaching Guide are truly life-changing lessons. Includes reproducible worksheets for the classroom. My book Smile Succeed for Teens is a simple and effective crash course in face-to-face communication to ensure teens succeed in school, work and life. Winner of the Mom's Choice Gold Award honoring excellence in family friendly products, the IPPY Gold Award recognizing excellence, and the Teachers' Choice Award for the Classroom, Smile Succeed for Teens is perfect for the classroom, home, and business to teach teens who work or volunteer. About the Author Award-winning author Kirt Manecke is a sales, marketing, fundraising, and business development specialist with over 30 years of experience surprising and delighting customers. Kirt is the author of Smile: Sell More with Amazing Customer Service, winner of 8 awards and the book Neiman Marcus uses for training. Kirt also wrote the award-winning book Smile Succeed for Teens: Must-Know People Skills for Today's Wired World. He is the former owner of an award-winning specialty store.