

1-1: Ready to Work!

Description

Student learns how to prepare and be ready to work for each work session by following a specific routine. This lesson will teach students what the expectations are when working and how to prepare for each work session by following a specific routine.

Prior to the Session

- On a wipe board write the date in the following format mm/dd/yy
- Under the date, place the job for the session, READY TO WORK, in capital letters.
- Determine which set of worksheets, TEXT (Set 1) or PICTURE (Set 2), each student will use and make copies as needed.

Materials for each student:

- Pencil
- Print out of
 - TEXT (Set 1):
 - » [Worksheet 1-1a: Ready for Work! \(Text\)](#)
 - » [Worksheet 1-1c: Vocabulary List](#)
 - PICTURE (Set 2):
 - » [Worksheet 1-1b: Ready to Work! \(Pictures\)](#)

Procedure for TEXT (Set 1)

1. Distribute the worksheets **Worksheet 1-1a: Being Ready for Work** and **Worksheet 1-1c: Vocabulary List** to each student. Have students only write their names on Worksheet 1-1a as Worksheet 1-1c can be re-distributed at another time.
2. 🗣️ *"The purpose of the lesson today is to learn how to prepare for a successful work experience. You will answer questions on the worksheet in front of you that looks at different ways you can make sure you are ready to work. You can use the vocabulary list as a guide for your answers. Please locate the first question on your worksheet. It says 'How can you make sure you are on time for your job?' Does anyone have any ideas?"* As the students share and answer have each student write their answer in the allotted space.
3. 🗣️ *"Next can everyone locate the second question. It says 'What do you do first when you get to work?' Do you sit down and start reading a book? Do you hang out and talk with friends? If not what is something you should do? Think about what you do when you first come to work in this room, do you think it is similar at most jobs?"* As the students share and answer have each student write their answer in the allotted space.
4. 🗣️ Build on each question allowing each student to share an observation, thought or correct answer. This allows each student to connect to the concept behind the lesson and take the learning further than writing in an answer.
5. 🗣️ *"Please find question number three, it says 'Once you sign in, how can you show your supervisor that you are ready to work?' Do you stand by the time sign and wait for your supervisor to ask you if you are ready? Do you think that is a professional way to act at work?"* As the students share and answer have each student write their answer in the allotted space.
6. 🗣️ *"Can everyone find the next question on the worksheet, number four. It is asking for a definition this time. 'What is a supervisor?' Has anyone heard that word before? What do you think it means?"* As the students share an answer have each student write their answer in the allotted space.
7. 🗣️ *"Now find question five, this question is similar to question four and is asking for another definition. 'What is a co-worker?' Can anyone think of a definition for this word? Do you have a co-worker this classroom?"* As the students share and answer have each student write their answer in the allotted space.
8. 🗣️ *"Locate the next question, number six. It says 'Once you start working what should you do if you need help with your job?' Should you wait until your supervisor sees that you are no longer working? Why or why not?"* As the students share and answer have each student write their answer in the allotted space.
9. 🗣️ *"We are now on question seven, can everyone find that question. 'When is a good time to talk with your co-workers?' Should you talk while you are working? Why or why not?"* As the students share and answer have each student write their answer in the allotted space.
10. 🗣️ *"Please find the last question on this worksheet, number eight. 'How should you treat your co-workers?' If they need help would you help them? If they were having a difficult time with a job, would you make them feel badly? Why or why not?"* As the students share an answer have each student write their answer in the allotted space.
11. 📁 Collect **Worksheet 1-1a: Being Ready to Work** and **Worksheet 1-1c: Vocabulary List**.

Free sample from the I Can Work! program (SKU LS1519) available from www.therapro.com

1-1a: Ready to Work

Name: _____

Date: _____

Answer the questions below:

1. How can you make sure you are on time for your job? _____

2. What do you do first when you get to work? _____

3. Once you sign in how can you show your supervisor that you are ready to work? _____

4. What is a supervisor? _____

5. What is a co-worker? _____

6. Once you start working what should you do if you need help with your job? _____

7. When is a good time to talk with you co-workers? _____

8. How should you treat your co-workers? _____

Now you are ready to work! Nice job!

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1-1c: Ready to Work Vocabulary List

Instructions

Worksheet 1-1c is used in correlation with Worksheet 1-1a to assist students with the exposure and spelling of work related vocabulary.

- Boss
- Be kind
- Alarm clock
- Smile
- Sign In/Sign Out
- Work hard
- Work Station
- Dress shoes
- People you work with
- Time card
- Respect
- Transportation
- Raise your hand
- Clock
- Polite
- Watch
- Break time
- Work
- Breakfast
- Routine
- Apron
- Sneakers
- Tie
- Dress
- Skirt
- Hard Hat
- Boots
- Gloves
- Safety goggles
- Hat
- Uniform
- Torn shirt
- Jeans
- Pajamas
- Shorts
- Listen to directions
- Ask for help
- Say hello and goodbye

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