**12-15**

* **Daily Living Skills**
  + ***Telephone Skills***
    - Explain how to use a landline, cell phone
    - Explain texting
    - Discuss importance of programming contact information in case of emergency, ie: Social Worker, Case Worker, next of kin, etc.
    - Tell how to use the telephone in an emergency
    - Explain how to use information (411)
  + ***Internet***
    - How to use a search engine, ie: Google
    - Explain internet privacy and content
    - Cyber Space Safety
    - Social Networking
  + ***Transportation***
    - Demonstrate pedestrian safety rules
    - Explain bicycle road rules
  + ***Nutrition / Cooking***
    - Explain food pyramid
    - Explain Proper care and storage of food
    - Discuss kitchen safety and how to recognize unsafe acts or conditions
    - Discuss how to prepare for emergencies in the kitchen
    - Identify terms and abbreviations used in recipes
  + ***Home maintenance***
    - Demonstrate kitchen cleaning and maintenance tasks
    - Demonstrate bathroom cleaning and maintenance tasks
    - Demonstrate bedroom cleaning and maintenance tasks
    - Demonstrate Changing bedding
    - Demonstrate General cleaning of household
* **Self-Care**
  + ***Hygiene***
    - Demonstrate proper tooth brushing
    - Demonstrate proper shower routine
    - Demonstrate appropriate body care (i.e. deodorant, feminine hygiene products)
  + ***Health***
    - Explain common ailments
    - Demonstrate proper use of a thermometer or thermometer strip
    - Explain puberty
    - Explain how to prevent pregnancy and STD’s through safe sex practices
  + ***Self- Image***
    - Explain the importance of a positive self-concept
    - Demonstrate proper attire for weather
* **Social Relationships**
  + ***Personal Development***
    - Explain positive attitudes
    - Explain importance of interpersonal relationships
    - Demonstrate how to be polite / demonstrate respect
    - Demonstrate Appropriate social etiquette
    - Explain and practice 2 types of communication
    - Practice Decision making skills
    - Discuss relationship of problems and feelings
    - Practice self control
    - Discuss choosing friends and how to evaluate friendships
  + ***Leisure Time***
    - Explore home entertainment opportunities
    - Explore outside activity opportunities( such as sports, organizations, clubs, community events)
* **Money Management**
  + - Explain the importance of saving
    - Discuss saving vs. spending
    - Determine how to figure the total cost of purchase
* Education
  + - Discuss the importance of attendance and punctuality
    - Discuss and explain truancy

**16-18**

* **Daily Living**
  + ***Telephone skills***
    - Demonstrate texting or media messaging using a cell phone
    - Compare and contrast cell phone plans
  + ***Internet***
    - Demonstrate use of email
    - Explain Social networking/ Dangers of Social networking
    - Explain dangers of downloading /(i.e. viruses)
    - Demonstrate how to complete a job search online
  + ***Transportation***
    - Identify public transportation services
    - Explain Taxis
    - Demonstrate how to read public transport schedules (routes)
  + ***Nutrition / Cooking***
    - Compare and contrast fast food vs home cooking
    - Demonstrate menu planning for a meal
    - Develop a grocery list
    - Demonstrate knowledge of cooking utensils (pots, pans, etc)
    - Demonstrate understanding ingredient measurements
    - Explain various ways to cook items
    - Discuss importance of management of meal preparation
    - Plan and prepare a breakfast
    - Plan and prepare a lunch
    - Plan and prepare a dinner
    - Plan and prepare a meal to take out of the home
    - Demonstrate how to set a table
    - Demonstrate serving food
    - Demonstrate appropriate table etiquette
    - Discuss entertaining guests for dinner
  + ***Home Maintenance***
    - Demonstrate safety with cleaning supplies
    - Demonstrate floor care (sweeping, mopping)
    - Demonstrate correct laundry procedures
    - Explain how to perform minor clothing repair
    - Explain Safety practices with home repair
    - Discuss proper use, care, safety with yard tools
    - Discuss yard maintenance (raking, trimming bushes, cutting the grass)
* **Self-Care**
  + ***Hygiene***
    - Demonstrate Shaving safety and techniques
  + ***Health***
    - Explain knowledge of first aid
    - Explain knowledge of medications and dosages
    - Importance of a regular exercise routine
    - How to establish a regular exercise routine
  + ***Self-Image***
    - Discuss importance of positive self concept
    - Discuss how exercising can create a positive self image and positive stress management
* **Social Relationships**
  + ***Personal Development***
    - Discuss appropriate interactions with the opposite sex
  + ***Leisure Time***
    - Recognize local community resources
    - Plan for entertaining friends at home
    - Discuss volunteer opportunities
* **Money Management**
  + - Plan a monthly and long range budget
    - Explain how to open a checking and savings account
    - Complete a money order
    - Explain advantages and disadvantages of using credit
    - Explain how to get help with consumer problems
    - Identify various methods of paying bills
    - Explain importance of saving receipts and stubs
    - Maintaining accurate record of balances
* **Housing**
  + - Discuss importance of personal privacy
    - Discuss housing appropriate to personal needs / income
    - Discuss choosing a roommate
    - Explain respecting roommate’s privacy
    - Discuss “parting as friends”
    - Discuss moving options
    - Explain proper packing skills / arrangements
    - Explain Itemize “start-up” housing costs
    - Explain how to read a lease / rental agreement
    - Discuss landlord / renter rights and responsibilities
* **Career Planning**
  + - Explain the components of a resume
    - Create a resume
    - Demonstrate how to fill out a job application
    - Discuss the appropriate dress for different job interviews and jobs
    - Demonstrate basic courtesy during an interview
    - Explain the importance of punctuality for work
    - Practice positive time management
    - Demonstrate an ability to follow directions from a supervisor
    - Discuss how volunteering can be a great source for networking
    - Discuss the importance and relevance of networking
* **Planning for the Future**
  + ***Documentation***
    - Explain how to Obtain an ID card
    - Explain where to get a Social security card, birth certificate, etc
    - Explain how to register for the Selective Service
    - Discuss the importance of maintaining copies of personal documentation
  + ***Community***
    - Identify services available from State Employment Office
    - Identify services available from Health Department
    - Identify services available from Post Office
    - Identify services available from Public Library
    - Identify services available from Emergency Departments
    - Identify services available from Public Assistance Office
  + ***Education***
    - Identify schools, colleges, vocational training option available in the community
    - Explain the SAT/ACT
    - Discuss applying to post secondary education
    - Explain the FAFSA
    - Explain tuition assistance
    - Discuss the importance of attendance and punctuality
    - Discuss and explain truancy
  + ***Health***
    - Discuss options for health care (urgent care centers, health clinics)
    - Discuss choosing a Doctor, Dentist, etc
    - Discuss annual medical exams
    - Discuss options for health insurance