

ORGANIZING FOR SUCCESS

Purpose: Students learn how to organize a portable desk or supplies in order to prevent confusion and become more focused on the task at hand.

Time Required for Lesson: 20 minutes

Grade Level: 7-8

Missouri Comprehensive Guidance Strand: Academic Development

Big Idea: 4. Applying Skills Needed for Educational Achievement

Concept: AD.4.B. Self-management for educational achievement

ASCA Standards: Academic Development

A. Students will acquire the attitudes, knowledge and skills contributing to effective learning in school and across the lifespan.

Materials: Paper, Pencils/pens, Notebooks, Rulers, File Folder Boxes

Comprehensive Guidance Program Curriculum Unit/Lesson links

Grade 7-8 **Unit:** The Successful Student **Concept:** AD 4. B .  

Show Me Standards: Performance Goals (check one or more that apply)

X	Goal 1: gather, analyze and apply information and ideas 6. discover and evaluate patterns and relationships in information, ideas and structures 8. organize data, information and ideas into useful forms (including charts, graphs, outlines) for analysis or presentation
X	Goal 2: communicate effectively within and beyond the classroom
X	Goal 3: recognize and solve problems 3. develop and apply strategies based on one's own experience in preventing or solving problems 4. evaluate the processes used in recognizing and solving problems 7. evaluate the extent to which a strategy addresses the problem
X	Goal 4: make decisions and act as responsible members of society 5. develop, monitor and revise plans of action to meet deadlines and accomplish goals

This lesson supports the development of skills in the following academic content areas.

Academic Content Area(s)

Specific Skill(s)

X	Communication Arts	Writing formally...and informally.... Participating in formal/informal presentations and discussions of issues and ideas
	Mathematics	
X	Social Studies	6. Relationships of the individual and groups to institutions and cultural traditions.
	Science	
	Health/Physical Education	
	Fine Arts	

Enduring Life Skill(s)

X	Perseverance	X	Integrity	X	Problem Solving
X	Courage		Compassion		Tolerance
X	Respect	X	Goal Setting		

Lesson Assessment (acceptable evidence of what learners will know and be able to do as a result of this lesson):

Students make his or her portable desks with available materials and add additional at home.

Lesson Preparation

Essential Questions: How can you contribute to your success? Why is it important to organized tools for achieving success?

Engagement (Hook): Ask students: How many of you organize for success? Explain to student the benefits of organizing for success.

Procedures

<i>Professional School Counselor Procedures:</i>	<i>Student Involvement:</i>
<ol style="list-style-type: none"> 1. Prior to class, fill an empty file folder with loose-leaf paper, pens, pencils, a ruler, a pocket dictionary, and a notebook. 2. Instruct students that in order to save time in settling down to do homework, they can keep materials used to complete homework together in a portable desk. Demonstrate the file folder box and its contents. Explain that this box should be kept on a closet shelf, so that little brothers and sisters cannot get into it. Have some materials on hand for students to make portable desk. 3. Tell students that picking up the portable desk could be the first signal for them to start their homework. Remind students that all textbook and file folders taken home each day from school should be placed in the same area each day after arriving home. This area should be close to the portable desk. 4. Explain to students the importance of choosing a study area with little distractions so that work can be accomplished effectively. Have students share and discuss areas they think they can study with little distractions. 5. Explain that upon completion of their homework, portable desk should be put away and school materials should be stacked in the same place. Suggest that students write assignments in their note books and check off each assignment as it is completed. 	<ol style="list-style-type: none"> 1. N/A 2. Students listen and observe. Students use available materials to make portable desks. 3. Students take all textbooks and file folders home each day and place them next the area of his or her portable desk. 4. Students share and discuss areas they think they can study with little distractions. 5. Students listen and consider putting portable desk and school materials in the same place. Students use notebooks to check off completed assignments.