

Career Module Lesson Plan

Professionalism

Learning Objective:

- Develop an understanding of the core attributes that make up professionalism in the modern-day workplace
- Learn about common mistakes made in the workplace that are not considered professional
- Identify some of the key characteristics that employers look for in candidates

Time: 50 minutes

Materials:

Professionalism PowerPoint

Outline:

- Warm-Up (5-7 minutes): Ask student to take a moment and brainstorm all the words and phrases that come to mind when thinking about professionalism. After 3 minutes, ask the students to chat these words in Zoom or come up and write them on the board. Have the students writing on the board group similar ideas near each other. Take a moment to reflect on what the students have wrote and highlight anything that stands out or sounds unique.
- Present Info (30 minutes): Utilize PPT which includes speaker's notes
- Check-In for Questions and Review Next Steps/Assignments (5 minutes) – Make sure any questions from earlier have been answered and all topics on the white board addressed

Next Steps/Homework:

Career Education and Exploration

- Ask the students to think about how there may be bias in professionalism when it comes to race, gender, ethnicity, cultural origin, language, etc.
- Ask the students to think about three areas they can improve upon to become more professional.
 - Have the students pick one of the two topics listed above and write a short one-page reflection on the topic to be submitted on blackboard.

Resources:

Michelle Obama YouTube Video: https://www.youtube.com/watch?v=VxW5D5VPg_0&feature=emb_logo

Bias in Professionalism: https://ssir.org/articles/entry/the_bias_of_professionalism_standards

Being Professional YouTube Video:

https://www.youtube.com/watch?v=2vFdQY1qS1M&feature=emb_logo

11 Characteristics of Professionals: <https://www.thebalancecareers.com/what-is-workplace-professionalism-2275961>