



EPISODE 15 WORKSHEET

Key Things to Remember

Focus is part of self-management and professionalism skills cluster.

Lack of focus can create rework.

Access to technology increases distraction and decreases focus.

Duncan Nugget® #21: Focus is difficult to achieve because it requires sacrifice.

Vocabulary (Examples of Soft Skills)

Attention- the regarding of someone or something as interesting or important.

Concentration-the action or power of focusing one’s attention or mental effort.

Distractions-a thing that prevents someone from giving full attention to something else.

Focus- is the ability to concentrate on a specific task and block out all distractions.

Sacrifice- to give up something for the sake of a better cause.

Self-Discipline- is the ability to have control and motivation to stay on track to meet one’s goals.

Review

Skill Talk™ episode # 14 celebrated Women’s History Month. Name a great woman in STEM you admire, tell why, and identify soft skills they exhibit.

Discussion Questions

In Skill Talk™ episode #15 Al gave **Million Dollar Question:** What is distracting you from the goals you want to accomplish?

Interview Question: Give an example of a time when you made a mistake because you did not listen well to what someone had to say?

Group Activity

Total time: TBD

This game can be played with two or more participants. This is how the game is played:

- 1) Choose who will be Player One.
- 2) Player One will start the game by naming a soft skill.
- 3) Player Two will repeat Player One’s soft skill and name an additional soft skill.
- 4) Player One (or the next Player in order) will repeat all soft skills previously stated and name an additional soft skill.
- 5) This process of stating all soft skills named by Players will continue until a Player cannot name all previously stated soft skills or if a Player cannot name an additional soft skill. At which point that Player is eliminated.
- 6) The game will continue with the next Player in line after the eliminated Player.
- 7) The game is over when only one Player remains.
That Player is the Soft Skills Champ!

