



Weekly Program Activity Resource Guide

Week 10: May 22, 2020

A weekly program guide of creative ideas and instructions for skill-building activities to support client goals.

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This guide is divided into sections for each skills-building topic. The first page of each section summarizes the activities included in this edition of the guide. Any worksheets associated with the listed activities, will immediately follow the summary page. Return to this page by clicking the "Return to Table of Contents" link at the end of the topic summary page. Click on a topic from the list below to navigate directly to the activities and associated worksheets.

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**Supported in part by Community Support Network, Inc.
in collaboration with the UNH Institute on Disability**



Money Management

Games

Money Management, Counting, Planning, Budgeting

- Skip-Bo (MM1) – Source: fgbradleys.com

How to Play Skip Bo! With Actual Gameplay video tutorial: https://youtu.be/-Gi-aGxZ_-8

You can play Skip-Bo with three decks of regular cards:

- Ace = 1
- 2 through 10 = Face value of card
- Jack = 11
- Queen = 12
- King or Joker = Skip-Bo

Have more than six players? Double the card game set by adding three additional decks of playing cards, six decks total.

- **Peter Pig's Money Counter** – Source: http://practicalmoneyskills.com/play/peter_pigs_money_counter#

In this interactive game, players practice identifying, counting and saving money while learning fun facts about U.S. currency. After completing the game, players are rewarded with a trip to the virtual store to buy accessories within budget and dress up Peter Pig in fun scenes.

- **Rounding Numbers Pirate Game** – Source: <https://www.math-play.com/Rounding-Numbers-Pirate-Game.html>

This math activity that offers people a fun alternative to practice rounding whole numbers to the nearest ten, hundred, or thousand.

Math Problems

Adding, Subtracting, Counting Problem Solving, Life Skills

- Four-digit addition and subtraction problems (MM2) – Source: math-salamanders.com
- Fractions (MM3) – Source: math-salamanders.com
- Reading Scales (MM4) – Source: math-salamanders.com

Money Skills

Counting Money, Adding, Subtracting, Bills,

- Shopping problems- counting money (MM5) – Source: k5learning.com
- Money word problems (MM6) – Source: dadsworksheets.com
- Who has most money? (MM7) – Source: math-salamanders.com

Budgeting

Money Management, Decision Making, Planning, Understanding Needs vs. Wants

- Making a Budget – Source: <https://www.consumer.gov/articles/1002-making-budget#!what-it-is>

This is a link to a great article by consumer.gov. It goes over making a budget: what it is, what to know and what to do. There is also an informational video about budgeting found here: <https://vimeo.com/352069048>

- Furnish a home! (MM8) – Source: educationworld.com

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Skip Bo Instructions

Object: Be the first player to play every card in your Stock pile, by playing all of your cards in numerical order, 1 to 12. For two to six players ages seven and up.

Manufacturer: International Games/Mattel

Contents: 144 numbered cards and 18 SKIP-BO cards. 162 cards total.

Beginning Play: Shuffle the deck. Each player draws a card. The person with the highest card is the dealer. The dealer deals 30 cards to each player if there are two to four players. In five to six player games, each player is dealt 20 cards.

These cards are dealt face down and form each player's Stock pile. Once all Stock piles have been dealt, each player flips the top card of their Stock pile right side up and places it on top of the pile. The remaining cards not dealt are placed face down on the table to form the draw pile.

Playing Area: Each player is going to need room for four Discard piles near their Stock pile. You will also need room for four Building piles in the center of the table near the draw pile. These piles are formed as the game progresses—so make sure you leave space for them.

Stock Pile: The top card is always face up. Each player has a Stock pile.

Draw Pile: This is the pile in the center of the playing area created with all cards remaining after Stock piles are dealt.

Building Piles: Building piles are where players build the 1-12 sequences and can only be started with a 1 or a SKIP-BO (SKIP-BO cards are wild, so it would represent a 1 if used to start a sequence). Once a pile has the complete 1-12 sequence, remove it from the playing area and start a new building pile.

Discard Pile: Each player may form sequences in any of their four discard piles. There is no limit to the number of cards in the pile, nor is there a restriction on the order. The top card of your discard piles is available for forming sequences (can be played).

Playing Skip-Bo: Play begins to the left of the dealer. Draw five cards at the beginning of your first turn (and back up to five on subsequent turns). You can use a Skip-Bo (wild card) or a 1 to begin one of the four building piles in the center of the playing area. You may continue to play cards from your hand onto the building area (1-12 in sequence only). If you play all five cards in this manner, draw back up to five (this process can repeat if needed). You may also play the top card from your Stock pile onto a building



piles, and can continue to play from the Stock pile as long as the play is legal. Remember, you win by running out of your Stock pile, so play from there when you can. Your turn ends when you can't or refuse to make a play. Discard one card from your hand onto one of your four discard piles. You may play the top card of any of your discard piles on any turn after the first. Play continues clockwise.

Winning the Game: Choose a point total to play to (500 is recommended to start). The winner of each round scores 25 points for winning the round and five additional points per card remaining in each other player Stock pile.

Team Skip-Bo: You can play with partners. In team situations, you can legally play from your Stock and Discard piles as well as your partners. One catch—your partner can't talk during your turn, and you can't talk during theirs. Instead, you have to give verbal commands for any necessary actions involving their cards. If the other players catch you breaking this rule, you must take two cards from the draw pile (without looking at them) and place them on your stock pile. The round ends when all of the players on a team reach the end of their stock pile.

Special Rules:

If you draw too many cards, shuffle the extra cards into your Stock pile.

If a player draws and plays out of turn and they are caught, undo any action and play continues as normal until it reaches that player's turn. On their actual turn, a penalty is enforced—they must make their play without drawing from the draw pile. If no one notices that the player played out of turn, the play is legal and no penalty is enforced.

In team play, anyone on the team can continue to play from the remaining Discard and Building piles, even if a Stock pile has been depleted.



4-DIGIT ADDITION SHEET 1

$$\begin{array}{r} 1) \quad 2607 \\ + \quad 1328 \\ \hline \end{array} \quad \begin{array}{r} 2) \quad 5286 \\ + \quad 505 \\ \hline \end{array} \quad \begin{array}{r} 3) \quad 2305 \\ + \quad 3523 \\ \hline \end{array} \quad \begin{array}{r} 4) \quad 6817 \\ + \quad 1320 \\ \hline \end{array}$$

$$\begin{array}{r} 5) \quad 2582 \\ + \quad 2173 \\ \hline \end{array} \quad \begin{array}{r} 6) \quad 4438 \\ + \quad 3121 \\ \hline \end{array} \quad \begin{array}{r} 7) \quad 7653 \\ + \quad 273 \\ \hline \end{array} \quad \begin{array}{r} 8) \quad 1914 \\ + \quad 359 \\ \hline \end{array}$$

$$\begin{array}{r} 9) \quad 3348 \\ + \quad 2296 \\ \hline \end{array} \quad \begin{array}{r} 10) \quad 1843 \\ + \quad 4514 \\ \hline \end{array} \quad \begin{array}{r} 11) \quad 2485 \\ + \quad 5176 \\ \hline \end{array} \quad \begin{array}{r} 12) \quad 7624 \\ + \quad 365 \\ \hline \end{array}$$

$$\begin{array}{r} 13) \quad 5597 \\ + \quad 2164 \\ \hline \end{array} \quad \begin{array}{r} 14) \quad 2357 \\ + \quad 4482 \\ \hline \end{array} \quad \begin{array}{r} 15) \quad 8615 \\ + \quad 426 \\ \hline \end{array} \quad \begin{array}{r} 16) \quad 5548 \\ + \quad 3703 \\ \hline \end{array}$$

$$\begin{array}{r} 17) \quad 3417 \\ + \quad 3351 \\ \hline \end{array} \quad \begin{array}{r} 18) \quad 1652 \\ + \quad 3275 \\ \hline \end{array} \quad \begin{array}{r} 19) \quad 4846 \\ + \quad 3372 \\ \hline \end{array} \quad \begin{array}{r} 20) \quad 8753 \\ + \quad 629 \\ \hline \end{array}$$

$$\begin{array}{r} 21) \quad 5415 \\ + \quad 2607 \\ \hline \end{array} \quad \begin{array}{r} 22) \quad 3734 \\ + \quad 3275 \\ \hline \end{array} \quad \begin{array}{r} 23) \quad 7914 \\ + \quad 466 \\ \hline \end{array} \quad \begin{array}{r} 24) \quad 2634 \\ + \quad 3536 \\ \hline \end{array}$$

4-DIGIT SUBTRACTION SHEET 1

Have a go at these subtraction problems with regrouping.

$$\begin{array}{r} 1) \quad 5243 \\ - 2126 \\ \hline \end{array}$$

$$\begin{array}{r} 2) \quad 3531 \\ - 1125 \\ \hline \end{array}$$

$$\begin{array}{r} 3) \quad 4257 \\ - 2134 \\ \hline \end{array}$$

$$\begin{array}{r} 4) \quad 2483 \\ - 1631 \\ \hline \end{array}$$

$$\begin{array}{r} 5) \quad 7258 \\ - 4636 \\ \hline \end{array}$$

$$\begin{array}{r} 6) \quad 5733 \\ - 2015 \\ \hline \end{array}$$

$$\begin{array}{r} 7) \quad 8445 \\ - 723 \\ \hline \end{array}$$

$$\begin{array}{r} 8) \quad 6508 \\ - 3254 \\ \hline \end{array}$$

$$\begin{array}{r} 9) \quad 6358 \\ - 6275 \\ \hline \end{array}$$

$$\begin{array}{r} 10) \quad 4260 \\ - 2128 \\ \hline \end{array}$$

$$\begin{array}{r} 11) \quad 1165 \\ - 872 \\ \hline \end{array}$$

$$\begin{array}{r} 12) \quad 5354 \\ - 3834 \\ \hline \end{array}$$

$$\begin{array}{r} 13) \quad 7435 \\ - 2107 \\ \hline \end{array}$$

$$\begin{array}{r} 14) \quad 3537 \\ - 1396 \\ \hline \end{array}$$

$$\begin{array}{r} 15) \quad 8659 \\ - 2264 \\ \hline \end{array}$$

$$\begin{array}{r} 16) \quad 5268 \\ - 335 \\ \hline \end{array}$$


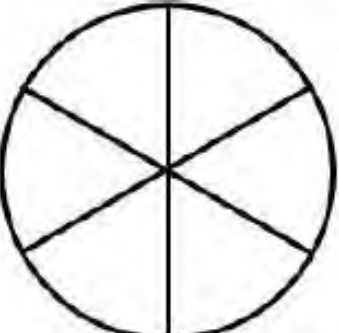
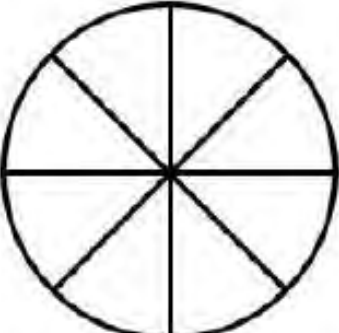
$$\begin{array}{r} 17) \quad 4670 \\ - 2255 \\ \hline \end{array}$$

$$\begin{array}{r} 18) \quad 6587 \\ - 847 \\ \hline \end{array}$$

$$\begin{array}{r} 19) \quad 7457 \\ - 1392 \\ \hline \end{array}$$

$$\begin{array}{r} 20) \quad 6758 \\ - 5597 \\ \hline \end{array}$$

FRACTION CIRCLES 1

	<p>Shade 3 parts red. Shade 2 parts green.</p> <p>What fraction is red? _____</p> <p>What fraction is green? _____</p>
	<p>Shade 1 part yellow. Shade 2 parts blue. Shade 3 parts red.</p> <p>What fraction is yellow? _____</p> <p>What fraction is blue? _____</p> <p>What fraction is red? _____</p>
	<p>Shade 2 parts blue. Shade 1 part yellow. Shade 4 parts red.</p> <p>What fraction is blue? _____</p> <p>What fraction is yellow? _____</p> <p>What fraction is red? _____</p> <p>What fraction is unshaded? _____</p>

READING SCALES 3A

Use your knowledge of the number system to read these scales which are going up ones, fives and tens.

1) How long is the line? _____ mm



2) How long is the line? _____ mm



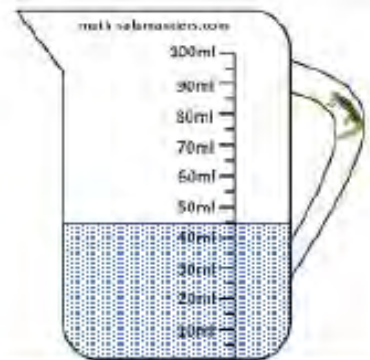
3) How many ml? _____



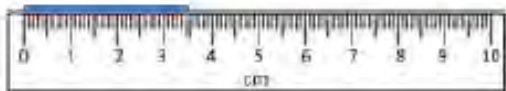
4) How many ml? _____



5) How many ml? _____



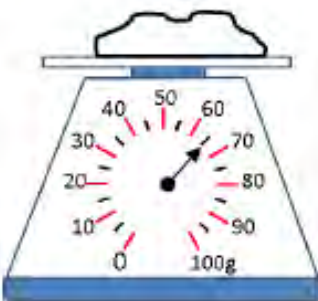
6) How long is the line? _____ cm



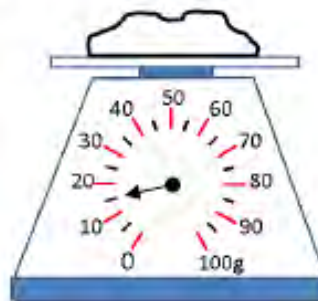
7) How long is the line? _____ cm



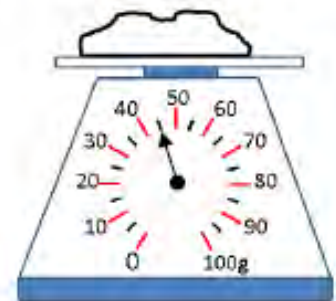
8) How many g? _____



9) How many g? _____



10) How many g? _____



Counting money - shopping problems

Using the below item prices, solve the questions.

hot dog = \$1.50

order of French-fries = \$0.90

hamburger = \$2.30

deluxe cheeseburger = \$3.80

cola = \$1.10

ice cream cone = \$1.20

milk shake = \$2.60

taco = \$2.30

1. _____ Amy purchases a hamburger, a deluxe cheeseburger, and a taco. If she had \$15.00, how much money will she have left?
2. _____ Billy purchases a hamburger and a milk shake. How much change will he get back from \$10.00?
3. _____ Sharon wants to buy a hot dog and a deluxe cheeseburger. How much money will she need?
4. _____ Adam wants to buy a hot dog. How much money will he need?
5. _____ If David wanted to buy an ice cream cone and a hamburger, how much would he have to pay?
6. _____ Brian purchases a cola, an order of French-fries, and a hot dog. How much money will he get back if he pays \$10.00?
7. _____ If Steven wanted to buy a taco, an ice cream cone, and a cola, how much would he have to pay?
8. _____ Jake purchases a hot dog. How much change will he get back from \$5.00?
9. _____ What is the total cost of a taco, a hot dog, and a deluxe cheeseburger?
10. _____ What is the total cost of an ice cream cone and a deluxe cheeseburger?

Counting money - shopping problems

Using the below item prices, solve the questions.

hot dog = \$1.50

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cola = \$1.10

ice cream cone = \$1.20

milk shake = \$2.60

taco = \$2.30

1. \$6.60 Amy purchases a hamburger, a deluxe cheeseburger, and a taco. If she had \$15.00, how much money will she have left?
2. \$5.10 Billy purchases a hamburger and a milk shake. How much change will he get back from \$10.00?
3. \$5.30 Sharon wants to buy a hot dog and a deluxe cheeseburger. How much money will she need?
4. \$1.50 Adam wants to buy a hot dog. How much money will he need?
5. \$3.50 If David wanted to buy an ice cream cone and a hamburger, how much would he have to pay?
6. \$6.50 Brian purchases a cola, an order of French-fries, and a hot dog. How much money will he get back if he pays \$10.00?
7. \$4.60 If Steven wanted to buy a taco, an ice cream cone, and a cola, how much would he have to pay?
8. \$3.50 Jake purchases a hot dog. How much change will he get back from \$5.00?
9. \$7.60 What is the total cost of a taco, a hot dog, and a deluxe cheeseburger?
10. \$5.00 What is the total cost of an ice cream cone and a deluxe cheeseburger?



Name: _____

Ann starts with \$16.00 and spends \$2.00 on crayons. How much money does Ann have left?

Answer:

Janet has \$13.00 and Ann has \$11.00. How much money do they have together?

Answer:

Ashley starts with \$16.00 and spends \$14.00 on stickers. How much money does Ashley have left?

Answer:

After buying some marbles for \$16.00, Thomas has \$16.00 left. How much money did Thomas have to begin with?

Answer:

After buying some tickets for \$19.00, Ann has \$18.00 left. How much money did Ann have to begin with?

Answer:



Name: _____

Ann starts with \$16.00 and spends \$2.00 on crayons. How much money does Ann have left?

Answer:

$$\$16.00 - \$2.00 = \$14.00$$

Janet has \$13.00 and Ann has \$11.00. How much money do they have together?

Answer:

$$\$13.00 + \$11.00 = \$24.00$$

Ashley starts with \$16.00 and spends \$14.00 on stickers. How much money does Ashley have left?

Answer:

$$\$16.00 - \$14.00 = \$2.00$$

After buying some marbles for \$16.00, Thomas has \$16.00 left. How much money did Thomas have to begin with?

Answer:

$$\$16.00 + \$16.00 = \$32.00$$

After buying some tickets for \$19.00, Ann has \$18.00 left. How much money did Ann have to begin with?











Answer:

$$\$19.00 + \$18.00 = \$37.00$$



WHO HAS MOST? TO \$10 SHEET 1

Work out how much money is in each box, then use the correct symbol: $>$, $<$ or $=$ to show whether Newton or Quadra has the most money.

Newton 	Symbol	Quadra 
 $\$3.05$	$>$	 $\$2.25$
		
		
		

Furnish a Home Activity

Idea inspired by educationworld.com

Invite clients to use store ads on the internet to figure the cost of furnishing a home. You might provide a list of items for each of four rooms, including a living room, a kitchen, a dining room, and a bedroom. For example, living room furniture might include a couch and side chair, a coffee table, a television, and an air conditioner. Clients might also need to figure the cost of carpeting the living room! (Optional: Provide clients with a budget for furnishing a four-room home and let them set priorities for the furnishings they'll select.)

Directions:

Brainstorm what you would need for furniture in each of these rooms in a home. Write down the pieces of furniture you will need in each room in the table below. Then explore the websites offered to find out how much it will cost to furnish a home.

Home furnishing websites:

<https://www.jordans.com/>

<https://www.bernieandphyls.com/>

<https://www.wayfair.com/>

<https://www.overstock.com/>

Living Room	Dining Room
Kitchen	Bedroom/Bathroom

Social Skills

Games

Communication, Turn Taking, Interaction, Processing Information

- Pictionary Rules and word list (SoS1) – Source: xhowdoyouplayit.com
- Mad Gab Game Rules (SoS2) – Source: ultraboardgames.com
or Play Online at: <https://quizlet.com/212148/mad-gab-flash-cards/>

Communication

Assisted Technology, Communication, Eye Contact, Processing Information, Body Language

- 5 tips for effective communication (SoS3) – Source: Center for Creative Leadership
- What is Communication? (SoS4) – Source: centervention.com

Conflict Resolution

Communication, Eye Contact, Processing Information, Body Language, Decision Making

- Nonverbal communication worksheet (SoS5) – Source: centervention.com
- I-Statements and Responses (SoS6) – Source: centervention.com

Movies (no more than 1/day)

Discussion, Virtual Movie Club

- Questions to Ask When Watching a Film – Source: engagingmedia.info

First response

1. How did the film make you feel?
2. To what extent did it fit with your expectations, or did it change your expectations in some ways?

Structure

1. What causes the major turning points in the narrative come?
2. Does the world of the film work like the real world? If not, what are the differences?
3. How does the film end? Is everything resolved? How? If not, why not?

Characters

1. How would you describe the main characters? What are their goals? What problems do they face?
2. What choices do the characters make? What motivates them? What are the consequences?
3. What do the main characters learn about themselves, and how do they change?

Meaning

1. Whose point of view does the camera represent?
2. What are the underlying – Source: helpguide.org (religion, sexuality, happiness, freedom, love, spirituality, identity, etc.)?

Worldviews

1. What does the film say about the nature of human beings? What does the film say about communities and families?
2. How do characters know what is true (experience, logic, intuition or revelation)? How do they make decisions? Where do they find wisdom?
3. What does goodness mean? How do characters make moral decisions? What are the characters' values, and are these the same as the film's values?
4. What do human beings most need in life? Does the film identify any universal problems confronting human beings? What do humans need in order to flourish?
5. What good insights into life are there in the film?

Use Your Senses to Relieve Stress



Movies of the Week - Source: imdb.com

1. **My Spy (PG-13)** - A hardened CIA operative finds himself at the mercy of a precocious 9-year-old girl, having been sent undercover to surveil her family.
2. **The Secret Garden (PG)** - An orphan discovers a magical garden hidden at her strict uncle's estate.
3. **The Main Event** - After discovering a magical mask, an 11-year-old aspiring wrestler enters a competition to become the next WWE superstar.
4. **One Day We'll Talk About Today** - Three siblings live in happy-looking families, but one of them had changed and got warned by his parents. This prompted the rebellion of the three siblings which led to the discovery of the secrets and great trauma in their families.
5. **Chance (PG-13)** - A talented young baseball player's bright future is undone by the silent pressures of text bullying.
6. **Homeward Bound: The Incredible Journey (G)** - A fun-loving American bulldog pup, a hilarious Himalayan cat, and a wise old golden retriever embark on a long trek through the rugged wilderness of the Sierra Nevada mountains in a quest to reach home and their beloved owners.
7. **The Witches (PG)** - Based on Roald Dahl's 1983 classic book 'The Witches', the story tells the scary, funny and imaginative tale of a boy who has a run in with some real-life witches!

Gardening

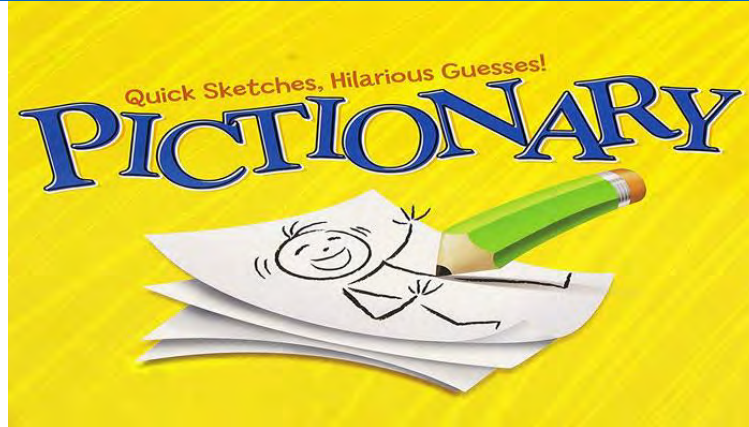
Planning, Budgeting, Exercise, Following Instruction

- Fertilizing a garden (SoS7) – Source: agrilifeextension.tamu.edu
- 10 easy steps to prevent garden disease (SoS8) – Source: extension.unh.edu

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Pictionary Rules: How Do You Play Pictionary?

<https://howdoyouplayit.com/pictionary-rules-play-pictionary/>



Overview:

Pictionary is a family classic that only requires paper, writing instruments, and the game Pictionary, which should provide you with a gameboard, minute timer, cards (496 total if you wish to count with 4 category cards), and two dice.

The goal of the game is to guess what the “picturist” is trying to communicate through the pictures that they draw. You advance on the gameboard by guessing correctly, and the first to get to the finish square wins.

Setting Up The Pictionary Board:

To begin, give each person a pawn and place all pawns on the start square. Then each person needs paper, a writing instrument, and category card.

There are four categories: e All Play (AP) where any word or expression may be used, D for difficult, A for action or verbs, P for nouns such as person, place, or animals, and O for object nouns which may be anything can be touched or seen. If a little triangle is next to the word on a card, it is automatically an all play category.

Teaming Up:

Ideally, Pictionary is played with four people in teams of two but can be played with fewer or more people. If there are only three people present in your game, two people battle it out guessing the clues and one is left being the dedicated picturist for both players.

Playing Pictionary:

Now everyone should be ready to play. Designate one person on your team to be the first picturist and roll dice to see which team goes first. The highest roll gets to pick a card from the deck and the All Play (AP) category is chosen for everyone to guess. Once the card is drawn, the picturist has 5 seconds before they must begin to sketch.

After the 5 seconds are up the timer is set to 1 minute and the picturist sketches their clues. Note, sketches can not contain letters or numbers.

All players guess in the first round and have a minute to do so. The team who guesses correctly first then gets to roll a die and advance the corresponding amount of squares. They now switch picturists and draw a card. The category they must draw should correspond to the color square they are on. The new picturist has 5 seconds to think/prep and 1 minute to sketch.

In this and all consequent rounds only teammates guess the clue. If the team guesses correctly, they may roll the dice again and advance to a new square. This happens until the team guesses incorrectly then a new team gets to play. This new team starts by drawing a card and beginning the sketch and guess process. The first team to the finish square wins the entire game.

Final Words of Wisdom:

Like with any game, there are bound to be some friendly cheaters who will do anything to win. One way a team may try to bend a few rules is to do dashes for the number of letters in a word, hangman style. For example if the word was "mail man" they may draw a picture of an envelope and a stick figure but also include dashes for each letter " _ _ _ _ _ _ _ _ _ _".

While the drawings are acceptable the dashes are not. Feel free to add in penalties or punishments for those who cheat, perhaps drawing with their non-dominant hand for a round (ambidextrous individuals should be flogged instead).

Remember, no words, numbers, gestures, and/or verbal/non-verbal cues may be used. The point of Pictionary is to draw pictures and guess what the word or phrase is!

Or Adapt the game

Pictionary Plus (<https://www.recreationtherapy.com/tx/txpict.htm>)

The following modifications and ideas can be added to enhance the game.

A. TALK IT OUT: Instead of drawing clues on the board, have the participants give verbal clues within an agreed upon time limit. This version is reminiscent of "Password" and "Taboo" and several other commercial games. The clue-giver cannot use any part of the word as he or she tries to describe it. You may limit the clue-giver to using single words or allow sentences.

This is a great game in small groups and in large group game-night events.

B. DRAW IT OUT: This is the traditional "Win, Lose, or Draw" game. You may have the participants take turns drawing on a large white board or a black board. Or, teams may circle up with sheets of paper. The first team to correctly guess the drawn clue wins the round.

C. CUT IT OUT: Give the clue-giver a pair of scissors and a sheet of paper. Now challenge them to cut out the clue. Encourage the clue-giver to cut out the shapes and if others can't guess what it is.... to use the cut object the way its is supposed to be used. For example, if the clue is "Cup," and others can't guess what it is, have the clue-giver use it as if he's drinking coffee.

D. ACT IT OUT: Hey! Its charades! Keep the clues niche and simple. Single word clues do well.

E. MOLD IT OUT: Use clay or putty to shape out the clues. This version is a little more difficult and require more time.

F. COMBINE IT ALL IN ONE GAME: A great game night activity is to combine all the clue-giving methods described above. You may come up with a creative way of which clue-giving method is selected. One way is for a participant to roll a giant die. A toss of 1 is choice. 2 is TALK IT OUT. 3 is DRAW IT OUT. 4 is ACT IT OUT. 5 is CUT IT OUT. And 6, is MOLD IT OUT. Give the clue-giver more time and points for the more difficult clue-giving methods.

Pictionary: Easy

cat	sun	cup
ghost	flower	pie
cow	banana	snowflake
bug	book	jar
snake	light	tree
lips	apple	slide
socks	smile	swing
coat	shoe	water
heart	hat	ocean
kite	dog	mouth
milk	duck	eyes
skateboard	bird	boy
apple	person	girl
mouse	ball	house
star	nose	bed
whale	jacket	shirt
hippo	beach	egg
face	cookie	cheese
ice cream cone	drum	circle
spoon	worm	spider web

Pictionary Words: Easy (continued)

bridge	bone	grapes
bell	jellyfish	bunny
truck	grass	door
monkey	spider	bread
ears	bowl	bracelet
alligator	bat	clock
lollipop	moon	doll
orange	ear	basketball
bike	airplane	pen
inchworm	seashell	rocket
cloud	bear	corn
chicken	purse	glasses
blocks	carrot	turtle
pencil	horse	dinosaur
head	lamp	snowman
ant	giraffe	cupcake
chair	leaf	bunk bed
snail	baby	balloon
bus	cherry	crab
football	branch	robot

Pictionary: Medium

horse	door	song
trip	backbone	bomb
round	treasure	garbage
park	pirate	ski
state	whistle	palace
baseball	coal	queen
dominoes	photograph	computer
hockey	aircraft	hot dog
salt and pepper	key	iPad
whisk	frog	lawnmower
mattress	pinwheel	cake
circus	battery	mailman
cowboy	password	bicycle
skate	electricity	lightsaber
thief	teapot	deep
spring	nature	shallow
toast	outside	America
roller blading	gingerbread man	bowtie
half	spare	wax
light bulb	platypus	music

Pictionary Words: Medium (continued)

sailboat	popsicle	brain
birthday cake	skirt	knee
pineapple	tusk	sprinkler
money	spool	lighthouse
doormat	face	flute
rug	snowball	purse
owl	gate	suitcase
stomach	doghouse	pajamas
bathroom scale	peach	newspaper
watering can	hook	school
beaver	french fries	beehive
beach	artist	flagpole
camera	hair dryer	mushroom
toe	pretzel	TV
quilt	chalk	dollar
soda	chin	swing
garden	ticket	boot
cello	rain	clam
pelican	stingray	fur
blowfish	rainbow	happy

Pictionary: Medium (continued)

fist	base	storm
mitten	easel	nail
sheep	stoplight	coconut
crib	hippopotamus	ring
seesaw	plate	fishing pole
hopscotch	bell pepper	front porch
cheek	video camera	washing machine
telephone	silverware	barn
snowflake	bib	flashlight
popsicle	muffin	sunflower
skirt	top hat	swimming pool
tusk	radish	peanut
spool	poodle	potato
face	shark	fang
snowball	waist	spoon
gate	bottle	mail
sheep	lobster	ice
crib	lawn mower	bubble
seesaw	pencil	cheeseburger
hopscotch	rocking chair	corner

Mad Gab Game Rules



Object of the Game

Be the first team to reach 30 points. Points are scored when a team solves a Mad Gab puzzle. The puzzles consist of a set of unrelated words that, when read aloud, sound like familiar phrases, names, places, etc.

For example ' "Europe Lace Sore Mind" sounds like "Your Place or Mine" once you say it loud.

Teams try to solve three puzzles before the times stops. If you solve all three, you can score bonus points! Or if you don't, the "Stealing" team may then gain points by solving any puzzles the "Solving" team could not.

Setup

Mad Gab is best played by two teams. Pick your teams; it's okay if they don't have the same number of players.

Each card has four puzzles. Players choose which side of the card to play. Puzzle clues are in the word bubbles in big type. Their answers are on the opposite side of the card in the upper right hand corner.

Coach

Team 1 chooses one player to give the clues, load the card flipper and coach the puzzler Guesser. (More on coaching later!)

Guesser(s)

Team 1 also decides if one or more team members will be guessing and sounding out the puzzles (i.e., you can all be silly mad gabbers all at once or take turns, which we recommend).

Stealer

Team 2 chooses one player to be the Stealer; that person may not see the puzzle answers and may get a chance to steal
4-player game should look like this:

Team 1 - Solving Team

Player 1: The Coach - Loads, flips, coaches and judges if the puzzles are solved.

Player 2: The Guesser(s) - Sounds out puzzles, guesses answers.

Team 2 - Stealing Team

Note: There are four Mad Gab puzzles on each card. The cards should be played through in the following order: puzzle A (blue side), puzzle B (blue side), puzzle A (orange side), puzzle B (orange side).

Determine which team will be the "Solving" team first; this is Team 1. The other team will be the "Stealing" team; this is Team 2.

them if all three puzzles are not solved by the solving team.

Scorekeeper

Team 2 also chooses one player to be the Scorekeeper. That player will start the Sand Timer, keep track of any bonus points earned.

The Sand Timer label is divided into three sections: 3, 2 or 1 bonus points. Points are earned depending on how much time the Guesser takes to solve the Mad Gab puzzles.

Player 1: The Stealer - Listens to and looks at puzzles read by opponent, with the possibility of stealing.

Player 2: The Scorekeeper - Operates the Sand Timer, administers any bonus points.

Game Play

Once the cards are loaded in the flipper and it's clear who's what, it's time to play.

The Coach on the Solving team flips up the flipper facing the Guesser(s). The Coach can see the answer to the puzzle in the upper right hand corner of the card.

The Guesser starts saying OUT LOUD the clues. Come on, don't be shy! Coach: feel free to laugh out loud as you'll know what the Guesser is trying to say while he will not!

The Scorekeeper on the Stealing Team turns over the Sand Timer just as the card flipper is flipped.

The Solvers have until the Sand Timer runs out to solve all three puzzles and score points. The faster you gab, the more you score! Each Mad Gab Puzzle is worth 1 point.

Coaching

The Coach is (surprise!) able to coach the Guesser by directing him how to say the puzzle. The coach cannot look at the puzzle clue but may give clues on which words to emphasize to order to get the answer.

Tell your Guesser to emphasize certain syllables, or say the puzzle faster or slower. Example: "Blend the first and second word together!" The coach may NOT give hints as to the topic or answer of the puzzle such as "It's an actor".

The Coach's most important role is to get the Guesser to continue to say the Mad Gab puzzles out loud so they can hear the answer!

Once a puzzle is solved, the Coach pulls the card from the flipper and places it down, revealing the next card in the flipper.

Passing

The solving team can pass on a puzzle if it's too hard or if you're just plain tired of sounding out the clues. The Coach should pull the passed card out of the flipper and put the card face down to the side.

The card is now "dead" to the Solving team; they may not go back to it, even if time remains. And remember; you cannot score bonus points unless you solve all three puzzles on your turn.

Play continues in this fashion until the Sand Timer stops, or until all three puzzles have been solved or passed on. The Scorekeeper immediately notes where the sand is in the timer once all three puzzles have been solved or passed.

Stealing

If the Solving team has not guessed all three puzzles once the timer stops, the Stealing team now has its chance!

The Stealer from Team 2 may now try to steal the puzzles that have been passed on or are visible in the flipper (i.e. only cards that the other team has tried to guess). However, he may not look at the passed card; he may try to steal it from memory.

You have about 10 seconds for this - no stalling, you big Stealer!

Scoring

Each Mad Gab Puzzle is worth one point.

Teams score one point for every Mad Gab puzzle they have solved and pulled from the flipper once time expires.

The opposing team scores 1 point for each puzzle solved by the Stealer that was missed by the Solving team.

If a team has passed on a puzzle or not solved all three, they do not get any bonus points.

If a team has solved all three puzzles, you may get a BONUS! Note where the sand is in the Sand Timer and award points accordingly. If the sand is still in the section of the timer with a 3, add on 3 extra bonus points to your score. And so on for the section indicating 2 and 1 point(s).

The Scorekeeper records the score for one or both teams.

It's a Mad, Mad, Mad Game

Teams alternate turns, choosing a different Coach and Stealer, etc. on each turn. Play continues until a team reaches 30 points.

In the event of a tie, teams choose one player from each team to sit out. These players choose the final puzzle and load that card into the flipper. It is then tilted up to face both teams.

The first team to solve the puzzle is the winner!

End of the Game

The team that reaches 30 points first wins!

Two and Three-Player Game

In the two-player game, there is no coaching (you wouldn't want to coach your opponent, now, would ya?). There's also no steal- ing (you'll be looking at the answer, so that would hardly be challenging).

Players simply try to figure out the three puzzles on their own as their opponent flips them up. Points are scored in the same way.

In the three-player game, determine how many turns you will all get. Player 1 draws the cards and handles the flipper as the Coach, Player 2 is the Guesser of the puzzles, and Player 3 is the Stealer.

Players rotate turns. Whoever has the highest number of points after every player has had the same number of predetermined turns, wins.

<https://www.ultraboardgames.com/mad-gab/game-rules.php>

5 TIPS FOR EFFECTIVE

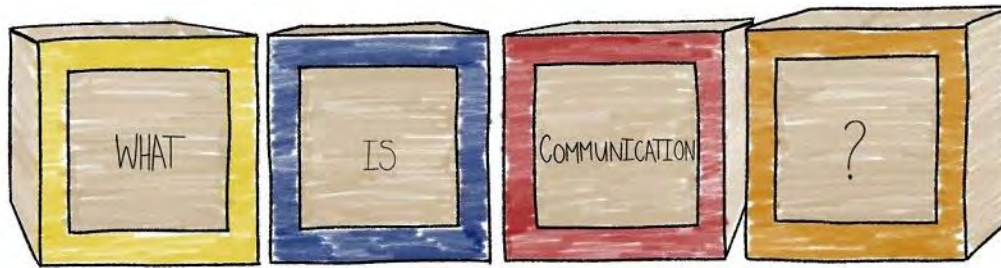
COMMUNICATION



1. COMMUNICATE RELENTLESSLY.
2. SIMPLIFY AND BE DIRECT.
3. LISTEN AND ENCOURAGE INPUT.
4. ILLUSTRATE THROUGH STORIES.
5. AFFIRM WITH ACTIONS



What is Communication?



Communication includes what we say (verbal communication), how we say it (nonverbal communication), and listening. Verbal communication is the words we choose to convey our thoughts and feelings. Nonverbal communication is how information is conveyed using facial expressions, body language, and tone of voice. And listening helps us understand what others are thinking and feeling, an important stepping stone to empathy.

Communication skills are essential to good social relationships—they help us engage with others as we build, repair and strengthen relationships. But, how can you identify when your child is struggling with communication skills?

Begin by observing your client, particularly in social situations with new peers. Does your client listen, appear to understand the conversation, and respond appropriately to questions? Or does your client interrupt, ignore, or not follow the thread of the conversation? Does your client take the initiative to engage with another client and respond when invited to join?

How to Help

Coaching

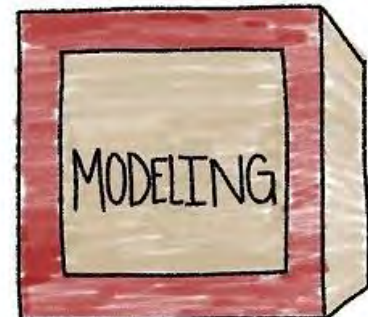
Pay attention to how your client expresses them self and give specific, positive, actionable feedback by pointing out ways her/his words or body language may be unclear. Actively praise efforts to improve this skill and offer opportunities to practice communication skills with you. For example, you might say “Thank you for introducing yourself to our neighbor, I appreciate that you made the effort to meet someone new! Next time you introduce yourself, try looking at the person and smiling, in addition to saying your name.”



In addition, pay attention to how your client listens to you, peers, and friends. Practice listening skills by having him/her echo back to you what he/she has heard you say, to ensure effective listening. Simply request, “Tell me what I said,” and give praise for accurate reflection. Explore any areas he did not hear correctly and then try again.

Modeling

You can model good communication skills by not interrupting, waiting for a response, being specific, being concise, and not blaming or causing others to be defensive. And when listening, echo back what he/she said. Tell him/her what you heard him/her say and let him/her correct anything you may have heard incorrectly. He/she is likely to appreciate how good it feels to be heard and, in turn, want to do the same for you and others.



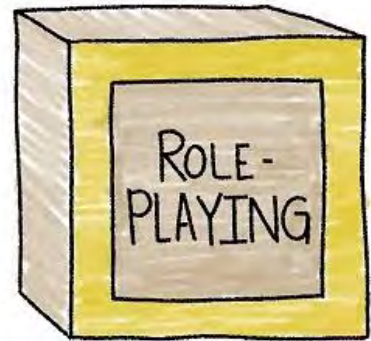
Role Playing

Use the following practice situations and alternate taking turns in the speaking and listening roles.

Talk about a time when you were worried or scared about something. What did you do?

Talk about a time when you felt really proud about something you had done.

Afterwards, the listener should repeat back what they heard and the speaker should tell the listener if what they heard was accurate.



Environment

Communication is easiest in a quiet, calm, and structured setting, so try changing your client's environment to increase their ability to communicate. Turn off the TV and other background noise during meals or while playing board games. Remind your client to face the person she/he is listening to, make eye contact, and lean toward the other person. Good listener's body language, as described above, will show the speaker that you are paying attention and that they are being heard. And remind all peers not to interrupt and to let everyone have an opportunity to express themselves.



Talking

Start by sharing a personal example about when you felt like someone did not understand you. Then, ask your client what it is like for her/him to communicate with her/his friends. "Do you ever feel like your friends don't understand what you are trying to tell them?" Let your client discuss her/ his thoughts and feelings, and remember to wait and listen while your client talks.



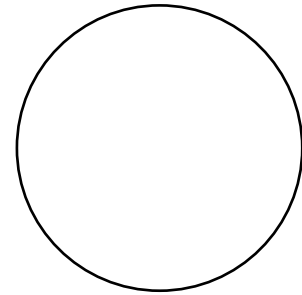
NONVERBAL COMMUNICATION

Directions: Read each sentence. Write in the emotion word you think belongs with this sentence and describe the tone of voice you would use. Then, complete the circle with the facial expression that matches the sentence and emotion word.

1. Our team won the game!

Emotion: _____

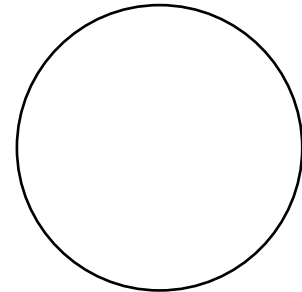
Tone of Voice: _____



2. I have a big math test tomorrow. Math isn't my best subject.

Emotion: _____

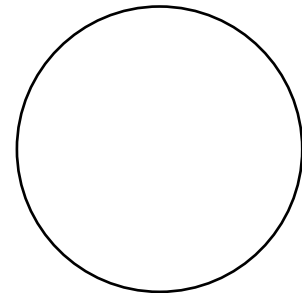
Tone of Voice: _____



3. My birthday party is next week. No one has sent an RSVP yet.

Emotion: _____

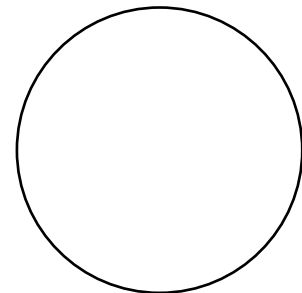
Tone of Voice: _____



4. Why are you mad at me? I'm not sure what I did.

Emotion: _____

Tone of Voice: _____



I - STATEMENTS

Directions:

1. Choose an emotion word from the **I feel** column that describes how the situation made you feel.
2. Choose an action from the **when you** column that describes what the other person did.
3. Choose an action from the **and I want** column that describes what you would like the other person to do.

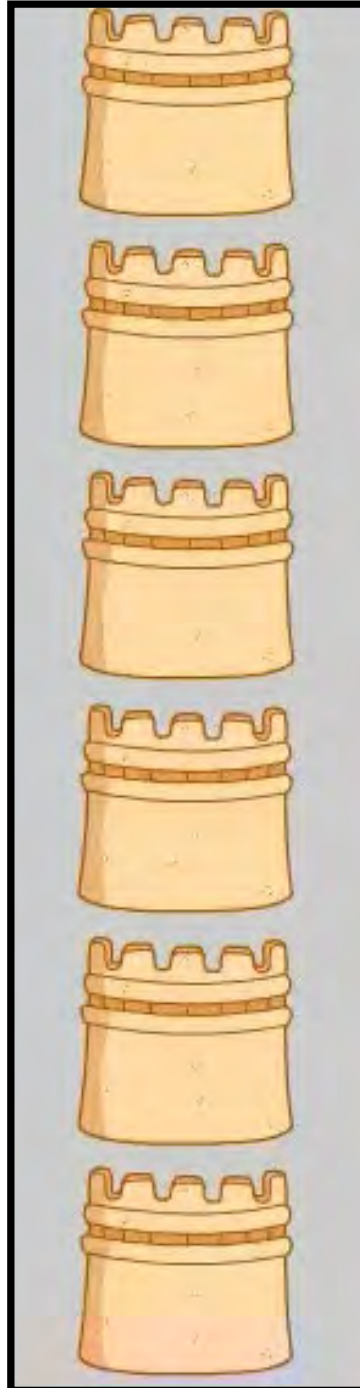


I feel _____

when you _____

and I want _____

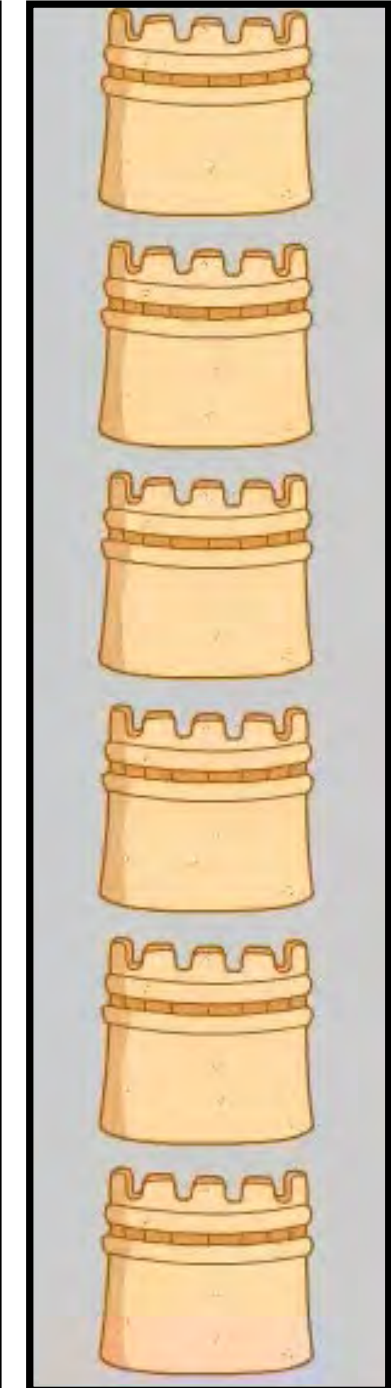
I feel



when you



and I want



I - STATEMENTS: RESPONSES

Directions:

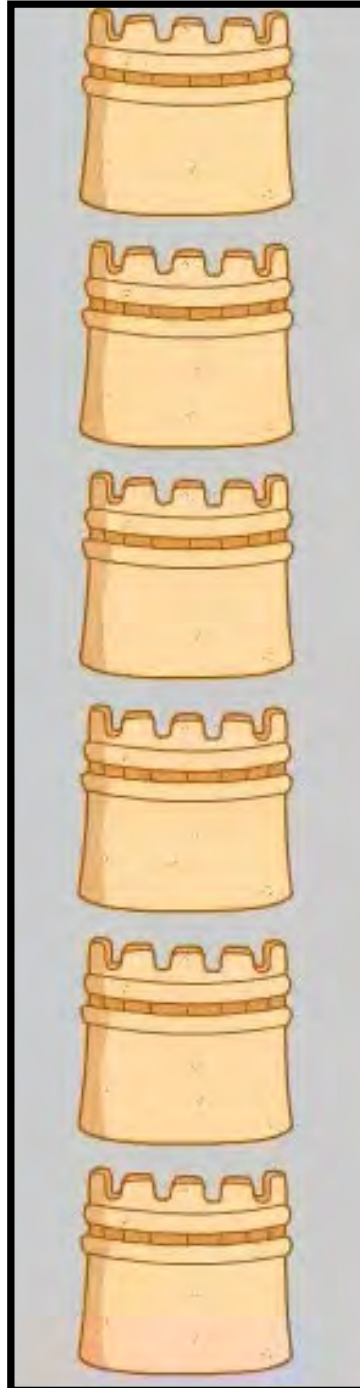
1. Choose an emotion word from the **you sound** column that describes how the other person says they are feeling.
2. Choose an action from the **because I** column that describes what you did to make the other person feel that way.
3. Choose an action from the **next time I will** column that describes what you will do instead the next time this situation happens.

You sound

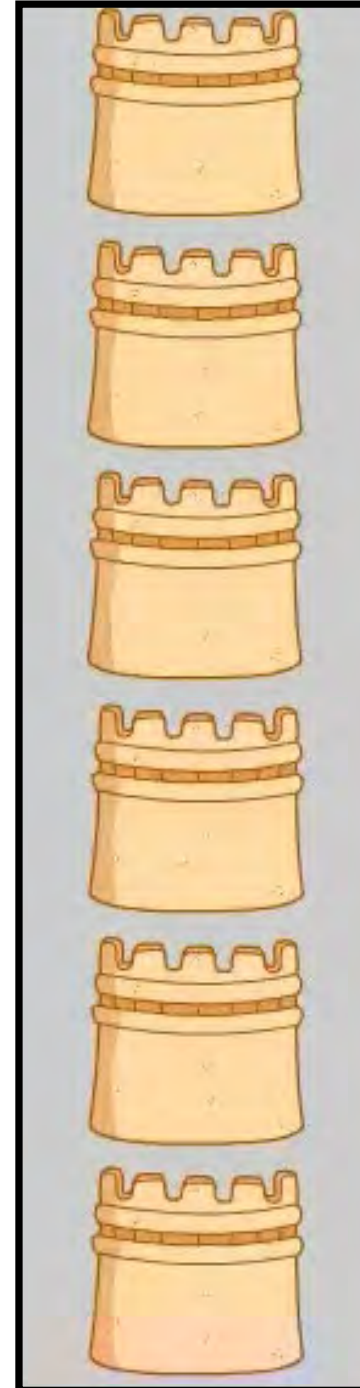
because I

Next time I will

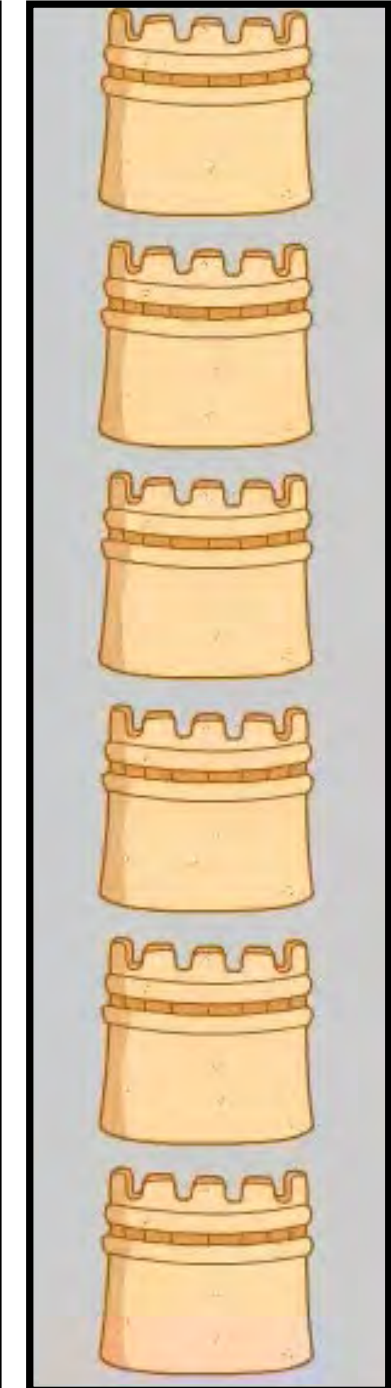
You sound



because I



Next time I will





Easy Gardening

FERTILIZING • FERTILIZING • FERTILIZING • FERTILIZING

*Joseph Masabni, Assistant Professor and Extension Horticulturist,
 and Patrick Lillard, Extension Assistant, The Texas A&M University System*

Plants must have light, moisture and nutrients to grow. The sun provides light. Moisture comes from rainfall or irrigation. Nutrients come from fertilizers, compost or manure.

If plants are not growing well, fertilizing them will help only if a lack of nutrients is the cause of the problem. Plants grown in poorly drained soils, in excessive shade, or in competition with tree roots will not respond to fertilizer.

Fertilizers are either organic or inorganic. Examples of organic fertilizers include manure (poultry, cow or horse), bone meal, cottonseed, or other naturally occurring materials. Inorganic fertilizers are manmade products. They usually have a higher nutrient content.

Buying Fertilizers

The three numbers on fertilizer containers are the fertilizer analysis (Fig. 1). They indicate the percent of nitrogen, phosphorus and potassium in the fertilizer, respectively.

These figures are always listed in the same order. So, a 100-pound bag of 10-20-10 fertilizer contains 10 pounds of nitrogen, 20 pounds of phosphorus, and 10 pounds of potassium. This equals a total of 40 pounds of nutrients. The rest of the fertilizer, or 60 pounds in this example, is a carrier or filler such as sand, perlite, or rice hulls. A complete fertilizer is one that includes all three elements.

All parts of a plant need nitrogen for growth—the roots, leaves, stems, flowers and fruits. Nitrogen gives plants their green color and is needed to form protein. A lack of nitrogen causes the lower leaves to turn yellow and the whole plant to turn pale green. On the other hand, too much nitrogen kills plants.



Figure 1. This bag contain 13 percent nitrogen, 13 percent phosphorus, and 13 percent potassium (or potash).

Phosphorus is needed for cell division and to help form roots, flowers and fruit. Phosphorus deficiency causes stunted growth and poor flowering and fruiting.

Plants need potassium for many of the chemical processes that allow them to live and grow. A potassium shortage shows up in various ways, but stunted growth and yellowish lower leaves are common symptoms in many plants.

When you buy fertilizer, consider the cost per pound of the nutrient(s). Generally, higher analysis fertilizers and larger containers are less expensive. For example, a 50-pound bag of 10-20-10 may not cost any more than a 50-pound bag of 5-10-5 fertilizer, but the 10-20-10 bag contains twice the nutrients.

Fertilizer Selection

Most gardeners should use a complete fertilizer with twice as much phosphorus as nitrogen or potassium. An example would be 10-20-10 or 12-24-12. These fertilizers usually are easy to find.

Some soils contain enough potassium for good plant growth and don't need more. But since a slight excess of potassium will not injure plants, it is usually best to use a complete fertilizer.

Do not use lawn fertilizers on gardens. They contain too much nitrogen, and many have chemicals for lawn weed control that can injure or kill vegetables.

Soils with pH levels below 5.7 need lime. Lime adds calcium to the soil and makes it less acidic, raising pH to an acceptable level.

Using Fertilizer

Gardeners should have their soil tested about every 2 years. This is especially important for beginning gardeners who are unfamiliar with growing plants. A soil test clearly

indicates the levels of nutrients in the soil and recommends the amounts of each nutrient to add.

To collect a soil sample, select a time when the soil is moist but not wet. Dig down about 4 to 6 inches and take a handful of soil. Do this in several different places in the garden. Place each handful of soil in a large container and mix. From this mixture, take about ½ pint of soil for the sample (Fig. 2).

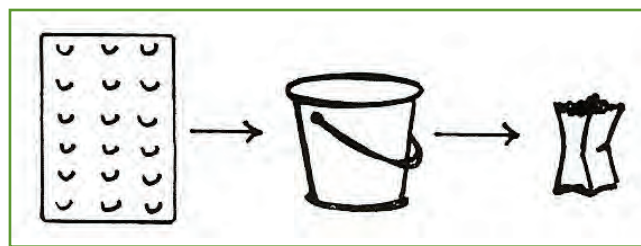


Figure 2. Take soil samples from several areas of the garden and mix them together.

Soil can be tested in midwinter to prepare for spring planting. County Extension agents can give you a soil sample container and explain where to send the sample for testing.

If the garden soil has not been tested, use 2 to 3 pounds of fertilizer such as 10-20-10 for every 100 square feet of garden area. A plot 10 x 10 feet (or 5 x 20 feet)

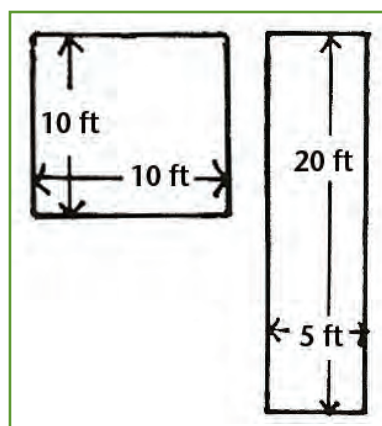


Figure 3. Use 2 to 3 pounds of fertilizer such as 10-20-10 for every 100 square feet of garden area.

square feet (Fig. 3). If a garden is 30 feet long and the rows are 3 feet apart, each row is almost 100 square feet. Use 2 pounds of fertilizer if the garden is sandy and 3 pounds if the soil is mostly clay.

Do not use too much fertilizer. This can kill plants. Two cups of most fertilizers will weigh about 1 pound. If a fertilizer has more nitrogen, use less. Two pounds of 5-10-5 fertilizer supplies as much nitrogen as 1 pound of 10-20-10.

If you are using organic fertilizer such as barnyard manure, spread it evenly over the garden and work it into the soil. Use 20 to 30 pounds of manure for every 100 square feet of garden. Do not use too much. Do not use fresh manure because it can injure plants.

Methods of Applying Fertilizer

Fertilizers are applied four ways:

Broadcast before planting. The proper amount of fertilizer is spread evenly over the garden and mixed with the soil to a depth of 3 to 4 inches before rows are made. This method is the least likely to cause plant damage and usually is best for home gardeners.

Band or row applications. The fertilizer is applied in a strip to the side of the row before planting (Fig. 4). With this method you must be careful to prevent the roots from coming in contact with the fertilizer band,

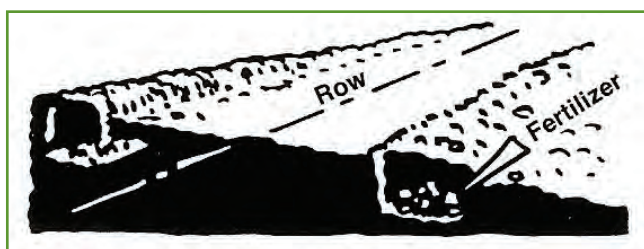


Figure 4. Band or row application of fertilizer.

which can kill plants.

Starter solution. This is used only on transplants such as tomato, pepper, eggplant and cabbage. Mix 2 tablespoons of garden fertilizer in 1 gallon of water and stir well. Pour 1 cup of the mix into the hole and let it soak in before transplanting.

Application to growing plants, or sidedressing. This is especially helpful on sandy soils or when there has been a lot of rain that may have leached nutrients from the soil. Fertilizer is sprinkled along the sides of rows and watered into the soil (Fig. 5). About $\frac{1}{2}$ cup of garden fertilizer for every 10 feet of row usually is enough. The amount and timing of fertilizer needed

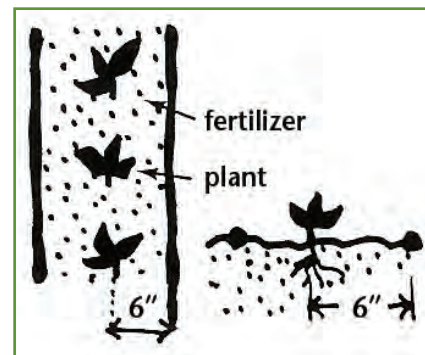


Figure 5. Sprinkle fertilizer along the sides of rows and water it into the soil.

varies according to the type of vegetable planted. Sidedressing increases the yield of most vegetables.

Fertilize fall gardens in the same way as spring gardens. If a fall garden follows a well-fertilized spring garden, you'll need only about half the spring fertilizer rate at planting. Apply 1 to 2 pounds per 100 square feet.

Acknowledgments

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10 Easy Steps to Prevent Common Garden Diseases

Cheryl Smith, UNH Cooperative Extension Professor & Plant Health Specialist

UNH Cooperative Extension Programs

	Community and Economic Development
	Food and Agriculture ✓
	Natural Resources
	Youth and Family

1. Sanitation!

- Start with a clean planting site, free of last year's crop debris. Debris from the previous season's crops may harbor diseases, weeds and insects.

2. Purchase high quality plants and seeds

- Select plants with healthy-looking leaves and strong stems (avoid spindly plants).
- Purchase seeds and transplants only from reputable dealers.
- Avoid collecting seeds from diseased or unhealthy-looking plants (pathogens are often transmitted on or in seed).

3. Rotate crops

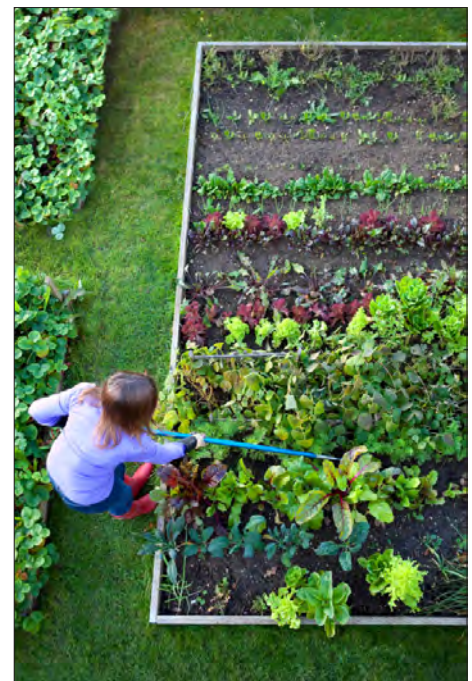
- Grow your crops in different parts of the garden each year. Be sure not to rotate crops with those in the same plant family (e.g., tomatoes, eggplants, and peppers; cabbage, broccoli, and cauliflower).

4. Avoid planting too early

- Plant growth may be slowed due to cold soil temperatures (slow-growing plants are more susceptible to attack by disease-causing organisms and insect pests).

5. Mulch

- Mulches prevent soil that may contain disease-causing organisms from splashing onto the plants, and also helps retain soil moisture.



Plants that remain wet throughout the night are more likely to develop disease problems.

6. Avoid overcrowding the plants

- Crowding creates a moist, humid environment that is favorable for disease development.

7. Water early in the day

- Plants that remain wet throughout the night are more likely to develop disease problems.

8. Remove diseased leaves, flowers, and fruit as soon as they are noticed

- Diseases are easily spread by wind and rain from diseased plant tissues. Destroy the diseased material. DO NOT COMPOST.

9. Fertilize to promote growth, but avoid over-fertilization, especially with nitrogen

- Young, succulent growth is susceptible to attack by many fungi and bacteria.

10. Try to maintain insect damage to a minimum

- Insect wounds provide entry sites for disease-causing organisms.

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(1-877-398-4769)
9 am–2 pm M–F
Search key words:
“UNH Education Center”

Safety Skills

Home Safety

Evacuation, Communication, Fire Safety, Planning, Processing Information, Critical Thinking, Cooking Safety

- Fire Safety Checklist (SaS1) – Source: xxx or URL
- 20 Tips for Home Safety (SaS2) – Source: securitychoice.com

Self-Management Strategies

Self-Regulation, Meditation, Practicing Skills (DBT), Medication Management

- Connect to HIGHER SELF: Guided Meditation for Meeting your Higher Self – Source: <https://youtu.be/yg3CJ7Zb55o>
- Helpful Medication Management Tips (SaS3) – Source: vivalife.care Blog
- Spider Web Design Coping Skills Activity– Source: recreationtherapy.com

Supplies Needed:

- Paper
- Colored pencils, or markers, etc.

Directions:

Have clients draw a spider web and place themselves in it. Have them also write words along the lines of the web that prevent them from moving forward (drugs, alcohol, relationships, etc). Afterward, discuss what they chose to place in the web, how it feels to be stuck or trapped, and what they could use as coping skills to get "unstuck".

- Journaling – Journaling helps us figure out who we are, what we need and what we want. It can help us make better decisions, and focus on the very things that support us in taking compassionate care of ourselves and others. – Source: Margarita Tartakovsky, MS – psychcentral.com/blog

This Week's Journaling Topics

Write Down Your Goals Each Day

Every morning, before you begin your day, open up a fresh page in your journal and write down your top 10–15 goals.

The next day, wake up and do the same thing without looking at the previous day.

Do this for 30 days – wake up, re-write your goals, don't look at the previous day – and what you'll notice is that your goals will begin to clarify, transform, or change altogether. This is a good thing, because it helps you hone-in on what you really want in life.

Journal Three Things You're Grateful For

Crack open your journal or planner.

Write down three things you're grateful for.

Optional (but highly recommended): make your list in the morning.

Also, if you already keep a journal, planner, or to do list of some kind, you can also just set aside some open space on one of those pages to write out the 3 things you're grateful for. This way, you can look at it throughout the day as you're checking stuff off your list.

Journaling for Problem Solving

Whenever you're faced with a challenge of some kind, open up to fresh page in your journal, and write out your problem as a question at the top of the page.

For example: "I've been offered a promotion at work. I'll be making more money, but my daily commute increases by an hour. Should I take the promotion?"

Now, start a list of potential solutions. Or, start a Pros and Cons list to help you decide what to do about the problem.

For example: "I should take the promotion because..." or "I shouldn't take the promotion because..."

Unless you decide otherwise, this is for your eyes only; so don't worry about being organized here. The idea is to get clear about what you want and find a solution to your problem(s).

- 10 Minute Relaxation Breathing Exercise – Source: greatist.com

Controlled breathing exercises can help keep your mind and body in shape, by helping to lower blood pressure, promote feelings of calm and relaxation, and relieve stress.

This Week's Breathing Exercise:

Humming bee breath (bhrumari)

Source: healthline.com

The unique sensation of this yoga breathing practice helps to create instant calm and is especially soothing around your forehead. Some people use humming bee breath to relieve frustration, anxiety, and anger. Of course, you'll want to practice it in a place where you are free to make a humming sound.

To do this:

- Choose a comfortable seated position.
- Close your eyes and relax your face.
- Place your first fingers on the tragus cartilage that partially covers your ear canal.
- Inhale, and as you exhale gently press your fingers into the cartilage.
- Keeping your mouth closed, make a loud humming sound.
- Continue for as long as is comfortable.

BHRAMARI PRANAYAMA THE HUMMING BEE BREATH



yogicwayoflife.com

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Fire Safety Starts at Home

Complete this safety checklist!

	YES! We're Fire Safe!	NEEDS ACTION!
Smoke alarms		
• There is at least one smoke alarm on every floor.	<input type="checkbox"/>	<input type="checkbox"/>
• We will change the battery as soon as the smoke alarm starts to bleep.	<input type="checkbox"/>	<input type="checkbox"/>
• We test each alarm every month.	<input type="checkbox"/>	<input type="checkbox"/>
• We know that batteries should be changed every year.	<input type="checkbox"/>	<input type="checkbox"/>
• We will never remove batteries to use in something else.	<input type="checkbox"/>	<input type="checkbox"/>
Fires in the home		
• If clothes catch fire we know how to: STOP! DROP! and ROLL!	<input type="checkbox"/>	<input type="checkbox"/>
• We know that most fires start in the kitchen. This is the most dangerous room.	<input type="checkbox"/>	<input type="checkbox"/>
• We know that unattended fat pans are the most common cause of fire.	<input type="checkbox"/>	<input type="checkbox"/>
My family's escape plan		
• Touch doors to check - if they are hot don't open them!	<input type="checkbox"/>	<input type="checkbox"/>
• To avoid smoke, crawl low to the floor when escaping.	<input type="checkbox"/>	<input type="checkbox"/>
• Agree where to meet up after you have escaped - OUTSIDE!	<input type="checkbox"/>	<input type="checkbox"/>
• We know that once we're out - WE STAY OUT!	<input type="checkbox"/>	<input type="checkbox"/>
• If trapped - go into a room, close the door, put a blanket at the bottom of the door to stop smoke coming in, open a window and shout HELP!	<input type="checkbox"/>	<input type="checkbox"/>
When reporting a fire		
• We know we must call from a neighbour's house.	<input type="checkbox"/>	<input type="checkbox"/>
• We know the emergency phone number.	<input type="checkbox"/>	<input type="checkbox"/>
• We know that we must stay calm, speak slowly and give our address and if possible, the details of the fire.	<input type="checkbox"/>	<input type="checkbox"/>
False alarms		
• We know that false alarms are very dangerous.	<input type="checkbox"/>	<input type="checkbox"/>
• We know that false alarms waste time.	<input type="checkbox"/>	<input type="checkbox"/>
• We know that false alarms could cost lives.	<input type="checkbox"/>	<input type="checkbox"/>

20 Tips for Home Safety

Create the illusion that someone is at your house.

If you plan to be away for an extended period of time, leave a TV or stereo on in a room near the front door or other entry points like side doors or first-floor windows. Use exterior lighting and motion detectors to minimize places where a burglar could easily hide, as well.

Make sure all exterior doors have reliable locks.

Install 1-inch deadbolt locks on all exterior doors, and lock all doors before leaving your home or going to bed.

Always look before opening the door.

If you get an unexpected knock at the door, check to see who it is before opening it. You can also keep your home security system's wireless keychain handy when there's a stranger at the door, in case you need to call for help in an instant.

Don't leave spare keys in obvious locations.

Don't leave extra keys under doormats, potted plants or any other obvious outdoor location. Thieves will generally find them. Find an inconspicuous place to hide the keys, or give a set to a neighbor you can trust.

Secure your sliding glass doors.

Burglar-proof your glass patio doors by setting a pipe or metal bar in the middle bottom track of the door slide. The pipe should be the same length as the track. You can also use optional home security equipment, such as a glass break sensor to alert you if a glass door or window is shattered.

Keep garage doors closed at all times.

Your garage door leads directly into your home, so it's important to keep it closed, including when you're at home. Home security system components such as an overhead garage door contact can also provide added protection to your home.

Keep drapes and blinds shut.

Don't allow intruders to easily see what's inside your home – especially in rooms where there is expensive equipment. Drapes and blinds obscure a potential intruder's view, making it difficult to see which rooms hold high value items, or even whether someone is inside the house.

Store cash, jewelry and other valuables in a safe or safety deposit box

Keep your valuables out of reach for an intruder. Use a secured safe or safety deposit box in a bank to stash away your valuables when they're not in use.

Don't leave notes on the door for others when you're not there.

Leaving notes for service people or family members alerts potential burglars that you may not be home.

Adjust your telephone ring to its lowest volume setting.

If you're going to be away from home for a few days, an unanswered phone may tip off a burglar that no one is home. Also, have a neighbor or friend collect your newspaper and mail. Never cancel delivery – since you don't know who will get that information.

Home Fire Safety Tips

Never leave candles or other open flames burning unattended.

There should always be an adult present when candles or any open flame is in use. Do not leave these fire dangers unattended. Also, be sure to teach young children about the dangers of playing with fire including matches and lighters.

Use fire resistant building materials

When buying, building or renovating your home, make sure you use fire resistant materials on your home. Pay special attention to roofing and siding materials which wrap your entire home. There are many affordable options that are fire resistant, so do your homework to choose materials that will truly protect your home.

Douse cigarette and cigar butts with water before throwing away.

Don't throw cigarette and cigar butts directly into the trash. These can ignite a fire. Instead, make sure these are completely put out with water before tossing them in the trash.

Never leave the stove or other fire dangers unattended.

Don't leave hot irons, or burning stovetops and outdoor grills unattended while in use. Double-check that you've turned them off after use. Having added protection like carbon monoxide detectors or smoke and heat sensors can also help you protect your home and loved ones from fire.

Clear and dispose of dry or dead vegetation.

Be sure to regularly clean up and properly disposed of yard waste and other dry or dead vegetation that may present a fire risk. This is especially important during hot or dry months to help you protect you home and surrounding areas from fire.

Keep fire hazards stored away.

Store firewood and other combustibles away from your home. In addition, keep the lid on your trashcan secured at all times to avoid accidents. Things like paper waste and other types of trash can easily catch fire.

Install smoke alarms on every level of your home.

For the best fire detection and notification protection, install both ionization and photoelectric-type smoke alarms. Put them inside or near every bedroom. Test them monthly to make sure they work and replace the batteries once a year. Safeguarding your home with heat and smoke sensors can give your home an added layer of protection.

Don't install deadbolts that lock with an inside key.

You need to get out fast if a fire starts. A missing key could trap you inside. Also, don't nail windows shut. Make sure they open easily.

Make a fire escape plan for your family.

Find two exits out of every room. Pick a meeting place outside. Practice makes perfect – hold a family fire drill at least twice a year. Make sure your entire family is aware of your fire escape plan and knows how to properly operate your home security system.

Make sure your street address is clearly visible.

Be sure your street address is visibly posted so that firefighters can identify your home in the event of an emergency. Display your address on your mailbox and home to help first responders find you quickly.

<https://www.securitychoice.com/resources/20-tips-for-home-safety/>

Helpful Medication Management Tips

February 20th, 2019

Invest in a Medication Organizer

Although this is a common solution, most people still take medication without a pillbox. Many people underestimate the value of an organizer. If you want to take medication correctly throughout the week, you need a pillbox. A dispenser has compartments for all the seven days of the week. There are dispensers that have up to 31 compartments that cover a whole month.

The best strategy of managing medication is to make sure that you don't run out of medicine unexpectedly. Also plan for medication weeks or days in advance. Dispensers will remind you about the prescription and keep you organized all through.

Dispensers come in different shapes, colors, and sizes. If you are not sure about anything, ask the pharmacist or doctor guide you in selecting the best pillbox for your medication. The most important thing in choosing a dispenser is to ensure that the compartment can fit all prescribed pills.

You can as well buy a dispenser that dispenses medications as prescribed by the physician. There are those that either ping you or the caregiver when you are supposed to take medicine. Although their prices might be higher, they are a worthy investment.

Set Reminders

This is one of the most common health tips although people still ignore it. A dispenser will help you to always stay organized but it will not remind you to take medication. With a reminder, you will always be on track. Some of the tools that you can use to set reminders are alarm clocks and smartphones. As a caregiver, you also need to set a reminder for yourself.

There are reminder devices that are specially designed for older adults. With such a reminder, you can set time multiple times in a single day. This is a great strategy that you can use to continue focusing on important things in life. Improving health may take several sacrifices so never ignore anything.



Using a single pharmacy if possible

It is always advisable to have all prescriptions done at the same pharmacy. Once you transfer prescriptions between different pharmacies, information may be delayed or get lost and may lead to serious consequences. Pharmacists of today have advanced their technology because they now use electronic records. This makes it easy for them to spot 'red flags' in case a certain drug combination may be problematic.

Proper medication

Most drugs have special storage instructions. There are those that need to be refrigerated, kept at low temperatures, or at a cool or dry place. It is important to read instructions carefully. Store your medications properly for fast and effective recovery of health. It is also the best way of reducing medications in future. Avoid storing drugs in bathrooms or humid places. Some of the better options are bedrooms or living room.

Feel free to ask the pharmacist to take you through the instructions. Know whether it is good to take medicine with or without certain foods or water. Also ask the pharmacist to advise you on what to do when you accidentally miss a dose.

Review medication regularly

Ask your doctor if there are drugs that you should avoid taking. There are medications that are quite dangerous when taken together. In case of side effects such as nausea or dizziness when you take drugs, proceed with moderation. Talk to your doctor about it. Some supplements may not work well with some medications so be careful as well.

Decision-Making Skills

Art & Crafts

Processing, Decision Making, Supply Management/Planning

- How to Make A Simple Dreamcatcher (DMS1) – Source: feltmagnet.com
DIY | How to Make A Dreamcatcher tutorial video: <https://youtu.be/j4qh8BkT3JE>
- Positive & Negative Space in Art Lesson – Source: Kirsten Brunner / Rooster Springs Elementary School

Materials needed:

- Water color paint
- glass of water
- paint brushes
- white sketch or watercolor paper
- black construction paper
- scissors

Directions: Found in video link - <https://youtu.be/B-wYU1LJe00>

- Easy Origami Crane – Source: <https://www.thesprucecrafts.com/easy-origami-crane-instructions-4082282>

Did you know that the paper cranes are a symbol of healing, which seems appropriate during the present day Covid-19 Pandemic? This link is to an article with step by step instructions about how to make your own origami paper cranes. There is also a video tutorial included in the link.

Daily Activity Planning

Planning Day, Choice, Researching Information

- Daily Routine for Good Health and More Energy (DMS2) – Source: lifehack.org
- Travel Bucket List Ideas (DMS3) – Source: shesavesshetravels.com

Games

Decision Making, Critical Thinking

- Great Games to Play with Stuff You Already Have – Source: thesimpledollar.com

A2A (Adaptation of Apples to Apples)

You just take a big stack of white cards and give everyone a single card at the start of the round. The clue giver starts by writing CLUE in big letters on his card, while the others write GUESS on theirs, then everyone flips their cards over. The clue giver then writes a clue of some kind on their card. I generally like the clues to take the form of a “fill-in-the-blank” sentence where the blank is a noun. So, for example, you might write “___ is my favorite secret ingredient in potato salad” or “Last election, I voted for ___ for President as a protest vote.”

Everyone else thinks of a humorous response and writes it on their card, then the clue-giver takes all of the guesses, mixes them up, then reveals them all, choosing the one that is the funniest or the most fitting. That player gets the CLUE card, which is worth a point. All cards are saved, but then the game repeats again with blank cards.

Keep playing to some specified point total – say, seven points.

Now, here’s where it gets really fun. Play this game with blank cards a few times, then play it again using the cards you’ve already made. Shuffle up the stacks, then use the already-existing CLUE and GUESS cards. When we do this, we usually tear up and throw away the least-funny GUESS card for each clue in order to “improve” the card set.



EPYC

Each player takes a piece of paper, then on the top of the sheet, they write a phrase or a short sentence. Players pass the sheets to the left, then the next player must draw a picture of whatever was described in that short sentence in the top quarter or so of the sheet.

That player folds the sentence backward behind the sheet, hiding it but leaving the picture, and passes it on. The next player looks at the picture and then tries to write a sentence guessing what the picture is, folding back the picture when he/she is done and then passing the sheet. We usually stop this when someone writes a fifth sentence on the sheet while looking at the fourth picture.

There isn't really any scoring here, just hilarity. By the time of the second or third picture, things are completely confused, and virtually every sheet, when completely unfolded, is absolutely hilarious.

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How To Make A Simple Dreamcatcher

Updated on April 2, 2020



Materials:

- 1 willow with/ Branch
- a length of leather lace - to make feather dangles and wrap the circle
- flat waxed thread
- beads
- feathers
- two small squares of red felt
- a short length of yellow yarn

Directions:

1: Cut a willow branch or withe - long and straight but thin enough to bend into a circle or teardrop shape. Bind the ends and let dry for a few days to become less flexible. It is easier to make the web with a rigid form.

2a: You can start stringing the web or start lacing the leather around the outer ring. Space the lacing so the willow bark shows through.



2b: Start stringing the web with the outer ring. Tie on with a clove hitch. lay the string across the hoop about 1 1/2 to 2 inches away and bring the string behind and through the loop you've made and continue on around the outer ring. Depending on the size either 7 or 11 points of contact are made in the first cycle. You last contact should be about 1/2 an inch from the first.

3: Continue on with the next cycle using the center of the webs made on the first round as your contact points. Adding a bit of tension will make that diamond shape. Be careful not to pull too tight as it will warp

the willow circle. Continue around for a two or three more cycles.

4: When you get part way around the third or fourth cycle, string on a bead or charm. If your finished dreamcatcher was a clock face the spider would be sitting around 7 or 8 o'clock.

5: Finish the last cycle after the spider bead but remember to leave a hole in the center of the web. Tie off the string and add a dab of glue or nail polish to seal the knot.

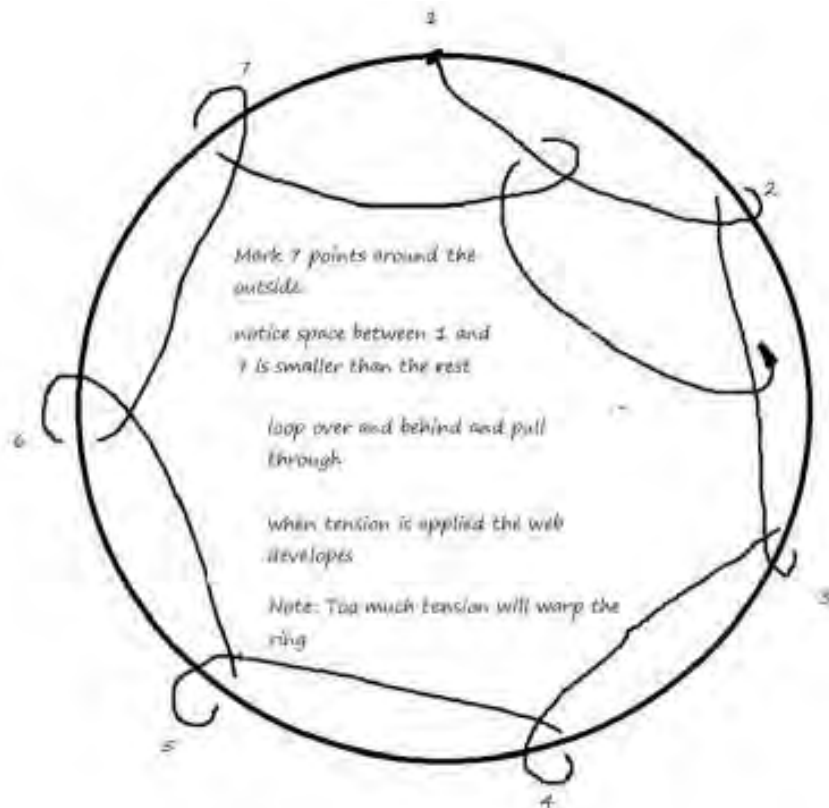


6: Next comes the addition of feathers. The traditional way to prepare feathers was to add a small loop of lacing doubled over the end of the quill to form a loop. This is suitable for a large feather. For a smaller feather, like a pheasant or grouse feather, I would use the waxed thread and string a bead on as the tie loop and wrap the quill ends with red and yellow yarn.



7. String the feather on the leather lace, loop the ends over the hoop and pull the ends back the front of the hoop, one on each side. Slide 2-3 beads on the ends of the lace to hold it in position. If you have to, use a bit of glue.

7. String the feather on the leather lace, loop the ends over the hoop and pull the ends back the front of the hoop, one on each side. Slide 2-3 beads on the ends of the lace to hold it in position. If you have to, use a bit of glue.



Daily Routine for Good Health and More Energy



Morning Routine

1. Start your day with a glass of lemon water

Simply add the juice of half a lemon to your glass and drink it to enjoy a refreshing start to the day.

Lemon juice reduces your body's acidity levels, which in turn protects you against inflammatory diseases such as fungal infections and osteoporosis.^[3]

2. Exercise

Working out early in the morning improves your energy levels, improves your circulation, and encourages good lymphatic function. Just 20 minutes every day can make a difference! Mix up cardio and weights throughout the week for all-over toning and general health.

Getting on the scale each morning is also an effective way to monitor your weight. Don't go weeks without weighing yourself, because this allows you to remain in denial about any weight gain!^[4]

3. Eat a good breakfast

Fuel yourself with a healthy mix of protein, slow-release carbohydrates, vitamins and minerals. Sensible options include yogurt with nuts and berries, a vegetable omelette, and low-sugar granola bars with a piece of fruit.

4. Stay hydrated and snack smart

Did you know that becoming even slightly dehydrated can lead to lowered mood and decreased concentration? Keep water or other low-sugar drinks on hand to sip throughout the day.^[5]

When it comes to snacking, pick foods that will give you a slow release of energy. Pairing a protein with a complex carbohydrate is a smart choice. For example, try half an apple spread with peanut butter. Check out for more healthy snack ideas here.

Afternoon Routine

5. Get a healthy lunch

Even the busiest of us can grab a healthy lunch. You just need to think ahead!

Avoid too much fat at lunch time, as it promotes afternoon lethargy, which isn't going to help you get through a busy day!^[6] If you are watching your weight, track everything you eat using an app like MyFitnessPal.

6. Take some mid-afternoon exercise

Most of us have a mid-afternoon "slump" somewhere between 2 p.m and 4 p.m, but you can keep yourself going through the day by choosing a healthy lunch and taking some moderate exercise in the afternoon. This doesn't have to be strenuous. Just a 10-minute walk and a few stretches at your desk can work wonders. Check out this list of 29 exercises you can do at (or near) your desk.

Evening Routine

7. Dinner

With a plethora of meal planning apps out there, getting a quick but healthy dinner on the table has never been easier! Use an app like Mealime to help you organize your grocery list so that you always have the right ingredients to hand. Be realistic – choose something that doesn't require a lot of time or effort to throw together, otherwise you may resort to takeout.

Green vegetables are always a great choice, as they are packed with antioxidants and have an alkalizing effect. Choose plant-based proteins such as tofu or seitan or, if you prefer animal protein, pick fish and lamb rather than beef or chicken to minimize acidity levels in the body.^[7]

Travel Bucket List Ideas: How to Create Your Ultimate List

September 24, 2018



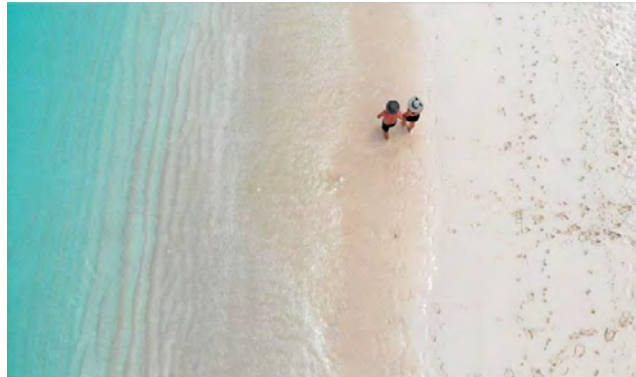
Where in the world do you want to go? Have you ever stopped for a few minutes in this overwhelmingly busy life to think about it? Dreamt about where you truly want to explore? Have you actually created a travel bucket list?

This great, amazing, wonderful, beautiful world has so much to offer! A majority of us stay in our own little corner of it, in our same basic routine. Exploring new destinations is a great way to venture out of our routine.

Traveling is a chance to gain perspective through new experiences. Not to mention vacations can give us energy and actually make us happier, as proven by research!

So friend, do you have a travel bucket list? Like one that you've taken the time to daydream, to create, and really get excited about? Well dreamer, **why not let today be the day to start your travel bucket list?**

Imagine, if at the end of your life you looked back and you've had every travel experience you wanted to have, and went every place you've wanted to go. How full would your heart be?



Dream Big

What are *your* travel dreams? Whether you're dreaming about visiting every island in the Caribbean, every theme park in America, every mountain range in the world, or *whatever* your goals are, it's time to write them down!

Do you know, if you write down your goals, you're 42% more likely to achieve your goal? Hear that, friends? *Forty-two percent!* That's huge!

So by writing down your travel goals you're more likely to actually go on those trips, have amazing experiences, and live the life you're dreaming of!



Creating Your Travel Bucket List

This is the fun part! A bucket list is a wish list of locations you want to visit. You get to make your travel bucket list as long or short as you'd like!

Are you dreaming of a few huge trips that will take years to come true? Or will a trip a year (or a month!) satisfy your travel craving? Read through the following exercise to create your own travel bucket list.

First, write down any destinations that come to mind immediately whether it be across the United States, internationally or within

Whether they're trips with your significant other, family vacations, girls weekends away, trips with friends, or anything in between, those places that come to mind right away go on your list first.

Next, keep digging from within

Remember this is *your* list, so build it to match your true travel desires. Use the questions below to think of more places to add. Seriously take some time to work through these questions. And don't hold back!

- Where have you *always* wanted to go?
- What places intrigue you?
- Which destinations inspire you?
- Where does your heart sing?
- Where could you go to learn more about _____ ? (insert hobby/passion)
- Which destinations could you visit that would bring out the best in you?
- Where could you go that you could make an impact? (think volunteering, teaching or mission trips)
- What could you do on vacation that you really, really want to, but scares you a little bit? Ok, now where is that?
- Where have you thought about going to, but feel it's too expensive? (include it – this is a *dream* list!)
- What travel experience would create an epic story so good you'll tell it to friends and family when you're 90 years old?



Then, research best travel bucket list destinations

Google and [Pinterest](#) are your friends here! Searching anything from '**best hiking trails in the world**' to '**best undiscovered beaches**' to '**best family destinations in Asia**' to whatever else you're into. You'll be swooning over pictures on your screen as you review all your options.

Researching might also spark a memory of a location you'd considered before. For instance, you're on [Pinterest](#) and find a pin about top beaches in Mexico. Then you remember the time you saw photos of the undiscovered beach off the coast of Barbuda and wanted to check into flights.

Wherever your research takes you, use this time to discover your ideal destinations and add them to your travel bucket list.

Making it Happen

Okay, are you feeling good about your travel bucket list? Does it excite you to even imagine experiencing all those destinations? The next part is a bit more challenging: **making it happen**.

Start breaking down your newly created list to figure out *when* you can make these dreams a reality. Where will you go first? When can you make it happen? Depending on your list, you might be thinking, "I want to go everywhere, but how?"



A great place to start is prioritizing your list. You could try to categorize them in order of affordability, or location, or the dreamiest first.

Once you've identified your first trip, do some basic research to figure out how much it will cost. Then determine your timeline. If you want to go to your first destination in fifteen months, take that basic cost and divide by fifteen. Can you save that much per month? If not, you have a three options: change your timeline, change your destination or change your finances.

The key here is not to get discouraged! If you're feeling overwhelmed with the 'how' to get there, then it's time to **start making lifestyle changes so you can achieve what's on your bucket list**. Your lifestyle and finances can help you achieve your dreams of crossing every destination off your list, but you need to ask yourself the hard questions to make big changes.



Start with these questions:

- Does your current lifestyle enable you to travel? (think about your work, family, home life)
- What would you have to give up to be financially able to afford your travel bucket list?
- How could you increase your income and therefore savings in order to travel?
- What can you do on a daily basis to move toward achieving your travel bucket list goals?

As you go through these questions, please remember that NOTHING is impossible. If your mind can create it, and you truly believe in it, you can achieve it.

Stay Inspired

Finally, stay inspired. Just the process of **creating your list can light a fire within you to make changes to your life and achieve your travel goals**.

Use this as motivation to save some serious cash so you can travel when and where you want to. Look at your finances every month, week, or payday to keep track of your savings goals.

<https://shesavesshetravels.com/dreamers-club/travel-bucket-list-ideas/>

Nutrition & Healthy Lifestyle

Exercise

Health & Wellness, Motor Planning, Self-Regulation, Range of Motion

NOTE: All links in this section are new this week for each exercise type.

- Tai Chi
 - Class Name Tai Chi-Crane Walk 2
<https://ymca360.org/on-demand/category/20/videos/61>
 - Class Name Tai Chi with Amy- Fusion
<https://ymca360.org/on-demand/category/85/videos/144>
 - Tai Chi with Amy- Chair Warm Up
<https://ymca360.org/on-demand/category/85/videos/143>
- Online Yoga Classes
 - Yoga with Linda- Gentle Yoga
<https://ymca360.org/on-demand/category/22/videos/79>
 - Yoga with Lauren- Inner Warrior
<https://ymca360.org/on-demand/category/22/videos/78>
 - Chair Yoga - Yoga for Seniors, Yoga With Adriene
<https://youtu.be/-Ts01MC2mlo>
- Zumba
 - Zumba Class with Manuela
<https://www.facebook.com/manuela.slankard/videos/10158383230339257/>
 - Zumba with Manuela
<https://www.facebook.com/manuela.slankard/videos/10158350314024257/>
 - Zumba Gold Dance Session plus a Short Tutorial on Dance Moves
<https://youtu.be/Sq50id-otvI>



Source:acefitness.org

Online Hiking Guides

With hiking trails closing daily, if you want to get out for a hike, check out one of these NH outdoor trail websites:

Our Best Picks:

- <https://www.trailfinder.info/trails-and-covid-19>
- <https://www.nhstateparks.org/covid-19>
- <https://stayworkplay.org/play/hiking-and-walking-trails-new-hampshire/>
- <https://www.visit-newhampshire.com/state/walking-and-hiking/>

This week's hiking activity:

- Animal Tracks Scavenger Hunt (NHL1) – Source: cincynature.org

Please note:

- Before exploring the trails, double check to see if they are open as things change daily due to Covid-19
- Follow social distancing practices. Make sure to stay at least 6 feet apart from people and keep your hands to yourself.



Meal Preparation

Sanitation, Healthy Choices, Healthy & Wellness, Planning

- Focus on Fruit (NHL2) – Source: choosemyplate.gov
- Plan a Healthful Menu - Source: educationworld.com

Use the choosemyplate.gov website to learn about balanced and healthy eating. After studying the invite your client to plan a healthful menu for a day.

- Provide three paper plates for each client; each plate represents a different meal -- breakfast, lunch, and dinner.
- Invite clients to find and cut out from newspapers, magazines, store ads, etc., pictures of foods and to arrange them into healthful meals on the three plates.

Cooking

Cooking safety, chopping, utilizing appliances

- Set the Table for Safety (NHL3) – Source: esfi.org
- Cooking Fire Safety (NHL4) – Source: usfa.fema.gov

Self-Regulation Skills

Practicing Self-Regulation Skills (DBT), Meditation

- Beginning meditation – 16 minutes – Source: helpguide.org

Learn how to relax and open yourself up to discovering physical and emotional sensations throughout your body. Move up to the intermediate meditation when you feel attuned to the feelings and sensations throughout your body.

Download: Beginning-Meditation: <https://www.helpguide.org/wp-content/uploads/2018/11/Beginning-Meditation.mp3>

- DBT Workbook – Practice Mindfulness (NHL5) – Source: rectherapytoday.gov

Self-Care

Medication, Activities of Daily Living, Proper Handwashing, Bathroom, COVID-19 Sickness

- Self-Care Wheel (NHL6) – Source: lewisu.edu
- FAQ: What are the Symptoms of COVID-19? – Source: <https://time.com/5820118/coronavirus-questions-answered/?playlistVideoid=6148640806001>

Housekeeping

Following Instruction, Communication

- How to Disinfect Surfaces – Source: https://youtu.be/BVvb_-d6gfQ

Wennie Xu, assistant professor and consumer food safety specialist, discusses how to properly disinfect surfaces with household cleaners.

- Housekeeping Bingo (NHL7) – Source: buzzbuzzbingo.com

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ANIMAL TRACKS scavenger hunt

BEST SEASONS: Winter, Spring | **BEST TRAILS:** Edge, Lookout, Upland, Whitetail and Geology

Can you find these tracks as you hike? Place a checkmark next to each track that you see and answer the questions.

EASY



I come out at night usually and I am a generalist feeder meaning I eat basically anything that I can get my hands on. What do we call an animal that is most active at night?

[] = 2 points



Did you know that some birds migrate to Ohio in the winter? Can you name a bird that migrates here during the winter?

[] = 1 point



MEDIUM



Skunks often explore and cover open areas in a loping gait (the fastest pace where each foot lands independently of the others as it continues walk fast). Based on the land that skunks explore, on which trail might you find skunk tracks?

[] = 1 point



Opossums usually use roads and trails for travel, and they are also capable climbers and swimmers. Can you spot one up in a tree?

[] = 1 point



Key: F= Front, H=Hind

TOTAL POINTS THIS PAGE: _____



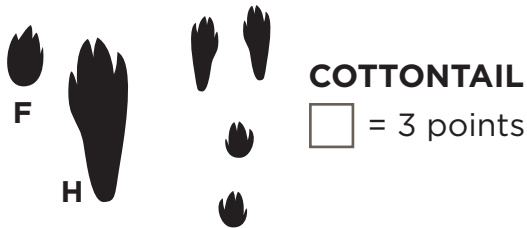


ANIMAL TRACKS scavenger hunt

BEST SEASONS: Winter, Spring | **BEST TRAILS:** Edge, Lookout, Upland, Whitetail and Geology

Can you find these tracks as you hike? Place a checkmark next to each track that you see and answer the questions.

HARD



COTTONTAIL

= 3 points

Their back feet are considerable larger than their front feet. Can you name another animal with the same features of their feet? Why might this be?

= 3 points each



SQUIRREL

= 3 points

Squirrels create homes in the winter made of leaves and twigs. Can you name an animal that builds a nest? Can you name an animal that makes a den?

= 2 points each

In the snow, the tracks of a cottontail and squirrel can appear to be very similar. What is different about the two tracks? (*Hint: Look at the placement of the front feet.*)

= 5 points

EXPERT



DOG

= 2 points



FOX

= 5 points

Do you know the difference between and fox and a dog track? (*Hint: Think about their walking pattern.*)

= 5 points



MINK

= 10 points
BONUS

Find an animal track that is not on this scavenger hunt and describe/draw it below. Can you find out what species it is by using a guidebook at the front desk in the Rowe Visitor Center?

Key: F= Front, H=Hind

WHAT KIND OF TRACKER ARE YOU?

<7 points=Beginner

7-15 points=Student

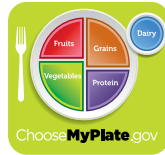
15-25 points=Graduate

25 points+Bonus=Future Naturalist

TOTAL POINTS THIS PAGE: _____

TOTAL: _____



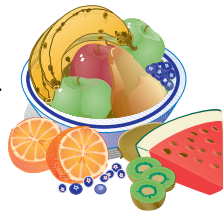


Focus on fruits

People who eat more vegetables and fruits as part of an overall healthy eating style are likely to have a reduced risk of some chronic diseases. Fruits provide nutrients vital for health, such as fiber, vitamin C, and folate. Focus on whole fruits—fresh, canned, frozen, or dried—instead of juice. The sugar naturally found in fruit does not count as added sugar.

1 Keep visible reminders

Keep a bowl of whole fruit on the table, counter, or in the refrigerator.



2

Buy fresh fruits in season when they may be less expensive. Use fruits to sweeten a recipe instead of adding sugar.

3 Think about variety

Buy fruits that are dried, frozen, and canned (in water or 100% juice) as well as fresh, so that you always have a supply on hand.



4

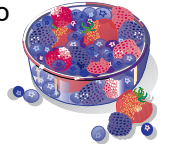
Make most of your choices whole or cut-up fruit, which provides more fiber.

5 Include fruit at breakfast

At breakfast, top your cereal with bananas, peaches, or strawberries; add blueberries to pancakes; drink 100% orange or grapefruit juice. Or, try a fruit mixed with fat-free or low-fat yogurt.

6 Try fruit at lunch

At lunch, pack a tangerine, banana, or grapes to eat or choose fruits from a salad bar. Individual containers of fruits like peaches or applesauce are easy to carry and convenient for lunch.



7 Enjoy fruit at dinner, too

At dinner, add crushed pineapple to coleslaw or include orange sections, dried cranberries, or grapes in a tossed salad. T

8 Snack on fruits

Fruits make great snacks. Try dried fruits mixed with nuts or whole fruits like apples. They are easy to carry and store well.

9 Be a good role model

Set a good example for children by eating fruit every day with meals or as snacks.

10 Keep fruits safe

Rinse fruits before preparing or eating them. Under clean, running water, rub fruits briskly to remove dirt and surface microorganisms. After rinsing, dry with a clean towel.



SET THE TABLE FOR SAFETY

Whether testing out a new dish or whipping up a family classic, there's one recipe that should also be included on the menu this holiday season: **safety**. Follow this "Recipe for Kitchen Safety" and help this year's festivities create memories instead of danger.

INGREDIENTS FOR SAFETY

FUNCTIONING
SMOKE ALARMS



FUNCTIONING
GROUND FAULT
CIRCUIT INTERRUPTERS
(GFCIs)



VIGILANCE



DIRECTIONS

- 1 Smoke alarms should be installed in **every bedroom, outside each sleeping area, and on every level of the home**. For the best protection, smoke alarms should be interconnected, so that they all sound if one sounds.



- 2 Test the batteries in each smoke alarm **every month**, replace them **once a year**, and replace the unit every **10 years**.



- 3 GFCIs are electrical safety devices that trip electrical circuits when they detect ground faults, or leakage currents, that could shock or electrocute someone. GFCIs should be installed where **electricity and water may come in contact**, such as the kitchen. GFCIs should also be tested **every month**. Additional instructions for testing can be found at www.esfi.org.



- 4 Prevent fires by making sure your oven and stovetop are **clean and free of grease and dust**. You should also clean the exhaust hood and duct over the stove regularly. Lastly, vacuum the refrigerator coils every **three months** to prevent potentially dangerous dirt build-up.



CLEAN
APPLIANCES



KITCHEN
TIMER



KITCHEN SAFETY



- 5 **Never leave cooking unattended**. You should not cook if you are sleepy or under the influence of alcohol. Children should also be closely supervised and kept at least **three feet away** from all cooking appliances.



- 6 It's easy to forget about something that's cooking, especially when you're entertaining guests. **Use a kitchen timer** to make sure your dish doesn't become a fire hazard.



- 7 **Enjoy!** Being proactive about safety will give you peace of mind and allow you to enjoy your time with loved ones.

ESFi

For more information about **cooking and holiday safety** visit www.esfi.org



www.facebook.com/ESFI.org



www.twitter.com/ESFIdotorg



www.youtube.com/ESFIdotorg

Cooking Fire Safety



Cooking fires are the number one cause of home fires and home fire injuries. Know how to prevent a kitchen fire and what to do if you have one.

Clean cooking equipment after each use. Crumbs in a toaster or grease on the stove can catch on fire.



If you have a fire in your oven, turn it off. Let the contents cool before cleaning.



If you have a fire in your oven and the flames escape it, leave your home and call 911.



For more information and free fire-safety resources, visit www.usfa.fema.gov.



Mindfulness Skills

How to be in the moment



Photo Credit: CanStockPhoto



RecTherapyToday.com

Mindfulness Skills

How to be in the moment

Emotions and distress are part of life.

Mindfulness skills can help a person to tolerate difficult emotions.

Mindfulness consists of being fully present in the moment.

Do you want to learn how being in the moment can help you cope with emotions?

If you answered yes, then please continue reading.



Training Your Mind

Being mindful is about focusing your attention on the present. It is a lot like teaching a dog to sit still. The dog will get up, walk around, and you'll have to put the dog back in the spot and say sit.

Your mind will go places too. You might find yourself thinking about something else. You can remind yourself to focus your attention back on the present moment (here and now).

Activities to practice mindfulness could include:

- Counting your breaths
- Counting stars in the sky
- Counting your heartrate
- Counting your steps
- Saying your ABDs
- Singing a song
- Listening to a song
- Taking a walk
- Eating
- Writing a letter
- Playing a sport
- Yoga
- Meditation
- Watching a television show or movie
- Drawing or doodling

What can you do to focus on the task and present moment and be in the now if you find your mind drifting off?



The Inside of the Now

What is your breathing rate like?

What is your heartrate like?

What are you feeling on the inside?

What are your emotions?

What is going on inside of your body?



RecTherapyToday.com

The Outside of the Now

What do you hear?

What do you smell?

What did you feel (touch)?

What did you taste?

What did you see?



RecTherapyToday.com

SELF-CARE WHEEL



This Self-Care Wheel was inspired by and adapted from "Self-Care Assessment Worksheet" from *Transforming the Pain: A Workbook on Vicarious Traumatization* by Saakvitne, Pearlman & Staff of TSI/CAAP (Norton, 1996). Created by Olga Phoenix Project: Healing for Social Change (2013).

Improve Self-Advocacy

Human Rights

Reviewing Human Rights

- Human Rights, In a Nutshell (ISA1) – Source: en.islcollective.com
- Human Rights Activities (ISA2) – Source: en.islcollective.com
- Understanding the Bill of Rights – Source: Bill of Rights Institute

The founding documents are the true primary sources of America. Writings such as the Declaration of Independence, the Constitution, the Bill of Rights, and others written from 1764 to 1791, showcase the philosophical, traditional, and political foundations on which our nation was built and that continue to shape our free society. Learning about these documents is the best way to understand the purpose of our national government, the liberties we enjoy, and how those liberties affect and shape our free society.

Each week we will explore one of the founding documents and the accompanying explanatory resources to broaden your knowledge about the birth of our nation and the impact to human rights.

Lesson of the Week: Founding Principles and Virtues

<https://billofrightsinstitute.org/founding-documents/founding-principles/>



Source: The Advocates for Human Rights

Current Events

Understanding and discussing community events, politics

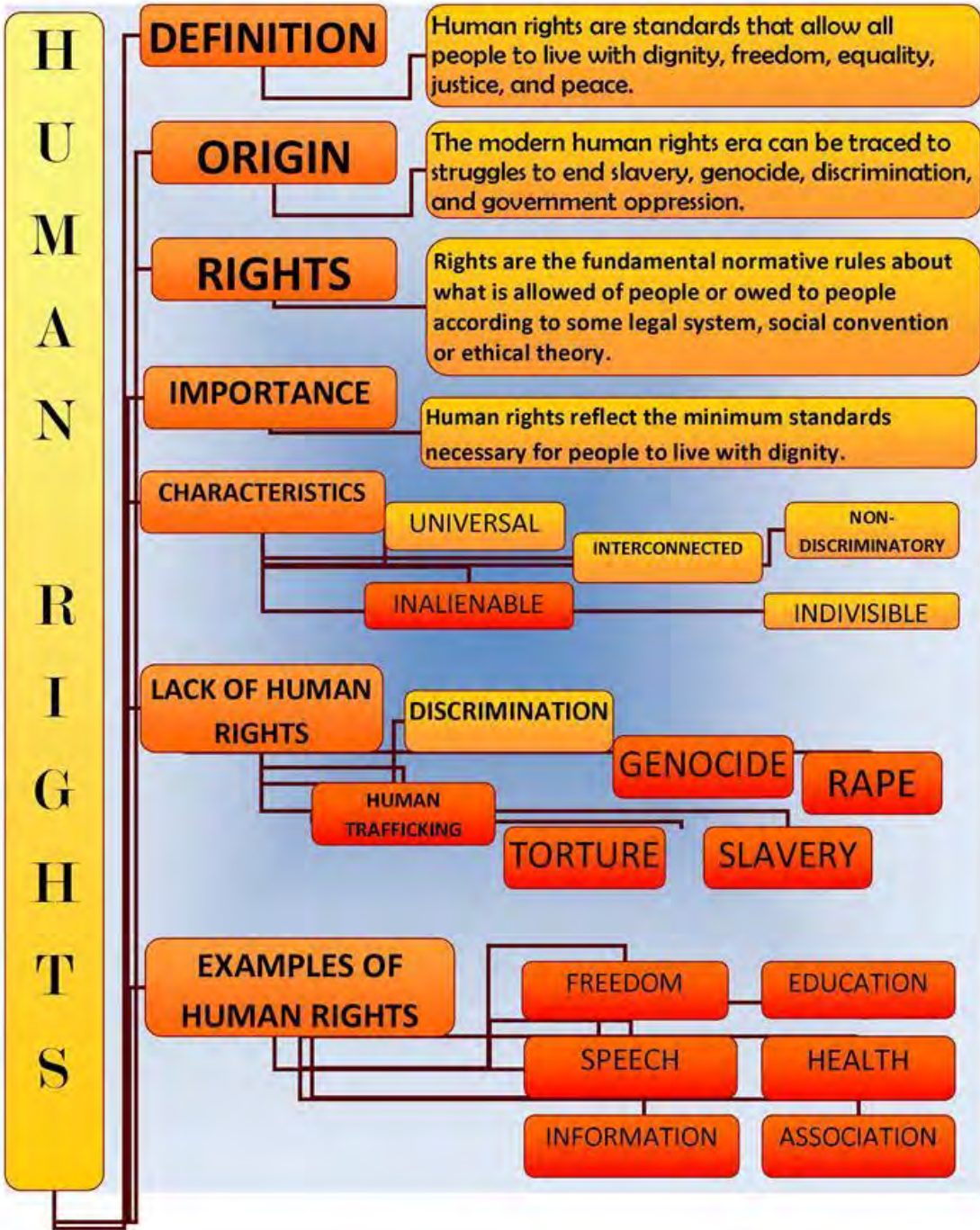
- Build famous landmarks from LEGOs – Source: learnincolor.com
Get ideas and inspired by this HGTV link to building landmarks out of LEGOs.
<https://www.hgtv.com/design/decorating/design-101/25-famous-landmarks-made-out-of-legos-pictures>

- Create a Poem (ISA3) – Source: learnincolor.com
Explore the internet, a newspaper or magazine and pick a topic currently in the news that you find interesting. Then let your creative juices flow and create a Haiku using the provided template.

Current Events Website of the Week

The Conversation: <https://theconversation.com/us>

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HUMAN RIGHTS

ACTIVITIES

1. Look at the pictures above and write the human rights issues they represent.











2. Discussion. Answer these questions.

☺ *What do human rights mean to you?*

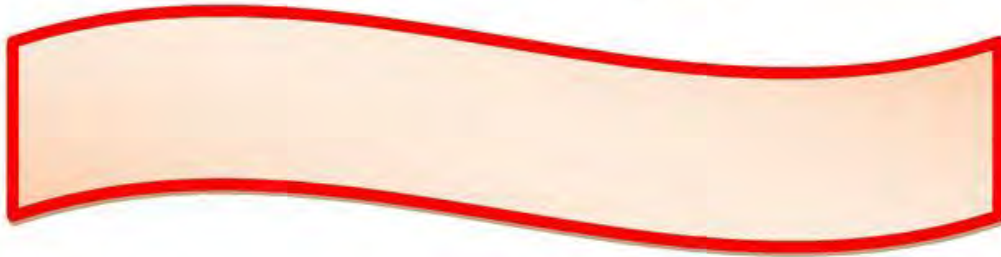
☺ *Are human rights respected in your country?*

☺ *What are the common human rights issues in your country?*

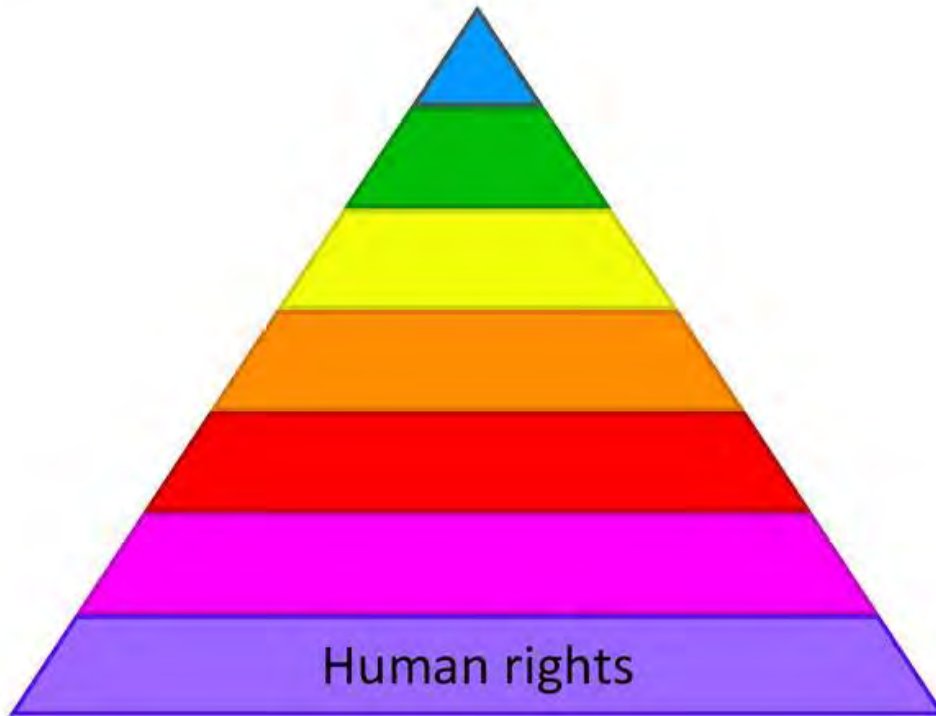
3. Write sentences about human rights using these verbs.

SPEAK	
HAVE	
VIOLATE	
UNDERSTAND	
HAPPEN	
DEDICATE	

4. Design a slogan about human rights and explain it to the class.



5. Write the most important human rights that every person has in the concept map.



Name: _____

HAIKU POEM

(Title)

Line 1 (*5 syllables*)

Line 2 (*7 syllables*)

Line 3 (*5 syllables*)

© MIMM Learning

Name: _____

HAIKU POEM

(Title)

Line 1 (*5 syllables*)

Line 2 (*7 syllables*)

Line 3 (*5 syllables*)

© MIMM Learning

Pre-Employment Skill Building

Job Searching

Researching, Use of Technology, Problem Solving

- Nine Important Job Search Tips (PES1) – Source: coburgbanks.co.uk
- Five Quick Tips for Developing Working Relationships (PES2) – Source: coburgbanks.co.uk

Mock Interviews

Communication

- Job Interview Worksheet (PES3) – Source: The Resource Center
- The STAR Method for Interviews (PES4) – Source: themuse.com
- Benefits of Mock Interviews (PES5) – Source: workabilityucpsa.weebly.com

Time Management

Follow Instruction, Processing Information

- 10 Tips for Time Management (PES6) – Source: blog.mbeforyou.com
- Time Management Activities– Source: symondsresearch.com

How to Overcome Time-wasters



Time-wasters are all the things that stop people to get things done (or at least slow them down). So, it is important to cover this topic into your time management training session.

This activity, not only introduces the idea of time-wasters, but it also gives your participants the opportunity to start thinking about how to overcome them.

Materials Needed:

You will need as many envelopes as there are teams and, inside of each envelope, you will insert as many blank index cards as there are teams

Exercise Instructions:

1. Write a time-waster on the back of each envelope (a different time-waster on each envelope). Use common time-wasters, which can be things such as meetings, social media, unexpected visitors, etc.
2. Give your client one envelope at a time. Give them 3-5 minutes to write down a list of ways to overcome the time-waster written on the envelope they were given on one of the index cards (each team has to use only one of the index cards in the envelope).
3. After 3-5 minutes are up, give your client a different envelope and repeat steps 1-2.

4. Continue with up to as many rounds as there are envelopes or as time allows.

After the last round, start the discussion. For the discussion, you can ask each group to read out loud the items on the index cards inside the last envelope that they ended up with. Alternatively, each group can present only the items they came up with for each time-waster. You could also ask the participants to vote on which strategies are best for dealing with each time-waster

What Did You Do Yesterday?



This is one of those short time management training activities, which gives participants the opportunity to reflect on how they use their time. This task is better for participants to do individually at first and then discuss in pairs.

Materials Needed:

This time management training task is very easy to organize. You will not need to provide anything, apart from pen and paper, unless the participants have already brought their own.

Exercise Instructions:

Ask participants to work individually for this task at first.

Ask each participant to jot down, on a piece of paper, 5 things they accomplished yesterday. It does not matter how big or small. It can be anything from taking the dog for a walk to closing an important sale for their company.

Ask each participant to write down one wasteful thing they did. Wasteful means unproductive, something that did not contribute towards achieving their goals, did not improve the quality of their life or that distracted them from more important tasks.

Give participants 5 minutes to do write down the 5 accomplishments and the wasteful thing.

Ask participants to discuss and compare their lists with the person sat next to them (or they can discuss in groups of three if there is an odd number of participants).

Discussing their accomplishments will make participants feel good by allowing them to focus on what they achieved with their time. Often, we beat ourselves up thinking that we have done nothing, when in fact we do more than we give ourselves credit for!

Focusing on one wasteful task though, will open the discussion towards understanding what a wasteful activity is and how to avoid time-wasters.

Volunteerism

Follow Instructions, Community Integration, Problem Solving

- Donate Flowers to a Fallen Hero

On Memorial Day, (Monday, May 25, 2020) recognize veterans by donating flowers to their grave. Pick wild flowers, flowers from your garden, or make your own flower's using a previous activity guide flower template. Outside of Concord you will find the New Hampshire State Veterans Cemetery. Otherwise look at the grave markers at your local cemetery. If someone buried is a veteran, it will specify on their stone.

New Hampshire State Veterans Cemetery
110 Daniel Webster Highway
Boscawen, NH 03303-2413

- Spring Clean for Easterseals NH - June 1 - August 18 - NEW DATES! (PES7)

Does COVID-19 have you cleaning your place? Pack up your old stuff and donate it for Easterseals! Drop off your goods at Easterseals between June 1 - August 18 and Savers will give us 20¢ per pound! Click here for more information and contact Jen at jkrol@eastersealsnh.org to donate!

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9 Important Job Search Tips

Mark Wilkinson

1. Ditch the Clichés

Stop using awful clichés...

“I’m a perfectionist.”

“I love socialising.”

“Dynamic.”

Seriously, they are completely meaningless and just make you look a bit silly.

Everything you say on your CV and in the interview should show your value and make you stand out. If you say the same thing everyone else does, you’re not going to get anywhere.

For a more extensive list of clichés you should NEVER use on your CV or in interviews, check out our recent article [here](#).

2. Get Noticed

You don’t need to wait around for a job to open for those companies you really want to work for.

You could send a speculative application, you could send them a really great idea you’ve had to improve their business or you could send them some kind of jazzy direct mail.

There are loads of really great ways to get noticed, but essentially going the extra mile and showing that you really, specifically want to work for that company will make a hell of a difference.

3. Structure Your Search

A really common trap that jobseekers fall into is applying for every job they find across the internet (whether qualified for it or not).

Don’t. It’s a complete waste of time that could be spent on something else – like sending a bespoke and actually impressive job application to companies you’d genuinely like to work for.

What’s more, if a recruitment consultant discovers you’ve applied for loads of different jobs, each of them requiring different skills, they’re just not going to think you’re passionate or right for their role.

Don’t sabotage yourself!

Interview Tips

4. Be Yourself

This is the most important piece of interview advice you'll ever hear.

If you try and put on an act then:

Interviewers will smell a rat.

You might end up with the wrong job.

You might end up working for a company you don't like.

You need to be authentic and give an accurate representation of yourself!

5. Sell yourself

Treat your interview like any other sales pitch.

Highlight the strong points of your personality, skills and experience.

Don't just waffle on about your achievements; give stats and examples to prove them.

Be confident in yourself.

It is also important to be aware of the positive and negative traits, so that, should they arise in the interview, you're ready to combat them.

6. Be (or at least look) Confident

Acting confident in an interview is easier said than done, I know.

But if you practice, you can do it.

And the more you act confident, the more confident you will actually become (it's a psychological thing).

Employers love confidence. It makes them feel secure hiring you.

7. Practice Listening

While most job seekers practice for answering questions when they are preparing for job interviews; it is equally important to practice listening to be in with a chance of impressing your interviewer.

It's so important to listen and remember some of the facts that the interviewer has laid out on the table for you and it's also important to know exactly what questions you're answering.

Too many job-seekers get so nervous that they blabber on about nothing in particular or miss the point of a question entirely.

CV Tips

8. Keep Things Structured and Organized

This is an important one, because you want to create as little friction as humanly possible when a recruiter is reading your CV!

If it is structured badly, difficult to find information and/or really long-winded, the recruiter will just not want to read it... it's as simple as that.

And even if they do manage to get through it, they'll have a bad feeling, subconsciously.

9. Don't Waffle Too Much

Keep your CV precise and to-the-point.

Do not waffle too much and add unnecessary and irrelevant details. These simply waste space and (again) create friction for a reader.

You can use our CV checklist to ensure you get this right.

The Final Word

The best way to impress a recruiter?

Be prepared.

If your CV is completely up-to-scratch and you're ready for every question thrown at you (during the interview and otherwise) you're going to look really on-the-ball and passionate about the job role.

5 Quick Tips for Developing Working Relationships

Your relationships at work will always be important but they become critical as you move up the ladder. It's a skill you can learn and apply consciously from now on...

1. Be Friendly!

Smile and let your co-worker know you are approachable.

2. Have a sense of humour.

We all love someone who doesn't take everything so seriously all the time. It reduces stress and reinforces you are comfortable to be around.

3. Be interested in your co-workers.

Take an extra minute to chat when you walk by someone or see them. It doesn't need to turn into a long, drawn out conversation. Ask questions about them as part of getting to know them and make that information the basis of future conversations



verywellmind.com

4. Be helpful.

Think reciprocity. See where you can help others after you understand their jobs. When you are helpful to others, they will return it to you and goes a long way to develop relationships.

5. Watch for social cues.

Be sensitive to people who need more interaction prior to moving into business. There are personalities that almost can't work with you if they aren't able to satisfy their social bond as the first priority.

MOST COMMON REASONS WHY PEOPLE ARE NOT HIRED

- Bad personal appearance
- Too aggressive
- Unable to express self clearly
- Poor interest and enthusiasm
- No career planning, no goals
- Overly nervous, under confident
- Too much emphasis on money
- Not willing to start at the bottom
- Discourteous
- Immature
- Speaks ill of former employers
- Cannot make eye contact with interviewer
- Messy application form
- Late arrival for interview
- Did not show appreciation for interviewer's time
- Asked no questions about the company
- Could not give direct answers when questioned

The STAR Method: The Secret to Acing Your Next Job Interview

by Kat Boogaard



You're in a job interview, and things are going well. You didn't get lost on your way to the office, you made some friendly small talk with the hiring manager, and you're nailing your answers to the questions you're being asked.

What Is the STAR Interview Method?

The STAR interview technique offers a straightforward format you can use to answer behavioral interview questions—those prompts that ask you to provide a real-life example of how you handled a certain kind of situation at work in the past.

Don't worry—these questions are easy to recognize. They often have telltale openings like:

Tell me about a time when...

What do you do when...

Have you ever...

Give me an example of...

Describe a...

Thinking of a fitting example for your response is just the beginning. Then you also need to share the details in a compelling and easy-to-understand way—without endless rambling.

That's exactly what the STAR interview method enables you to do. "It's helpful because it provides a simple framework for helping a candidate tell a meaningful story about a previous work experience," says Al Dea, the founder of CareerSchooled and a career and leadership coach.

STAR is an acronym that stands for:

Situation: Set the scene and give the necessary details of your example.

Task: Describe what your responsibility was in that situation.

Action: Explain exactly what steps you took to address it.

Result: Share what outcomes your actions achieved.

1. Find a Suitable Example

The STAR interview method won't be helpful to you if you use it to structure an answer using a totally irrelevant anecdote. That's why the crucial starting point is to find an appropriate scenario from your professional history that you can expand on.

There's no way for you to know ahead of time exactly what the interviewer will ask you (although our list of behavioral interview questions can help you make some educated predictions). With that in mind, it's smart to have a few stories and examples ready to go that you can tweak and adapt for different questions. "Brainstorm a few examples of particular success in your previous job, and think through how to discuss that success using the STAR framework," says Lydia Bowers, a human resources professional. Repeat that exercise for a few types of questions.

2. Lay Out the Situation

With your anecdote selected, it's time to set the scene. It's tempting to include all sorts of unnecessary details—particularly when your nerves get the best of you. But if the interview asks you to tell them about a time you didn't meet a client's expectations, for example, they don't necessarily need to know the story of how you recruited the client three years earlier or the entire history of the project.

Your goal here is to paint a clear picture of the situation you were in and emphasize its complexities, so that the result you touch on later seems that much more profound. Keep things concise and focus on what's undeniably relevant to your story.

3. Highlight the Task

You're telling this story for a reason—because you had some sort of core involvement in it. This is the part of your answer when you make the interviewer understand exactly where you fit in.

This can easily get confused with the “action” portion of the response. However, this piece is dedicated to giving the specifics of what your responsibilities were in that particular scenario, as well as any objective that was set for you, before you dive into what you actually did.

4. Share How You Took Action

Now that you've given the interviewer a sense of what your role was, it's time to explain what you did. What steps did you take to reach that goal or solve that problem?

Resist the urge to give a vague or glossed-over answer like, “So, I worked hard on it...” or “I did some research...”

This is your chance to really showcase your contribution, and it's worthy of some specifics. Dig in deep and make sure that you give enough information about exactly what you did. Did you work with a certain team? Use a particular piece of software? Form a detailed plan? Those are the things your interviewer wants to know.

5. Dish Out the Result

Here it is—your time to shine and explain how you made a positive difference. The final portion of your response should share the results of the action you took. Of course, the result better be positive—otherwise this isn't a story you should be telling. No interviewer will be dazzled with an answer that ends with, “And then I got fired.”

WHAT'S THE STAR INTERVIEW METHOD?



Use these four steps to answer “Tell me about a time when...” job interview questions.

SITUATION:
Set the scene and give the necessary details of your example.

S

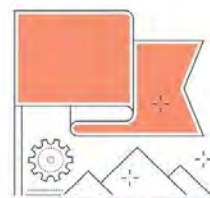


T

TASK:
Describe what your responsibility was in that situation.

ACTION:
Explain exactly what steps you took to address it.

A



R

RESULT:
Share what outcomes your actions achieved.

Does that mean you can't tell stories about problems or challenges? Absolutely not. But, even if you're talking about a time you failed or made a mistake, make sure you end on a high note by talking about what you learned or the steps you took to improve.

Bowers warns that too many candidates skip over this crucial, final part of their response. "They don't make it clear how their action made an impact—the result," she says. "That's the most important part of the answer!"

Putting it All Together

It's making sense now, isn't it? Here's one more question-and-answer example for some added clarity.

The Interviewer Says: "Tell me about a time when you had to be very strategic in order to meet all of your top priorities."

Your Response:

Situation: "In my previous sales role, I was put in charge of the transfer to an entirely new customer relationship management (CRM) system—on top of handling my daily sales calls and responsibilities."

Task: "The goal was to have the migration to the new CRM database completed by Q3, without letting any of my own sales numbers slip below my targets."

Action: "In order to do that, I had to be very careful about how I managed all of my time. So, I blocked off an hour each day on my calendar to dedicate solely to the CRM migration. During that time, I worked on transferring the data, as well as cleaning out old contacts and updating outdated information. Doing this gave me enough time to chip away at that project, while still handling my normal tasks."

Result: "As a result, the transfer was completed two weeks ahead of deadline and I finished the quarter 10% ahead of my sales goal."

The STAR interview process for answering behavioral interview questions might seem a little overwhelming at first. But it will become second nature with a little practice. And make no mistake, practicing is definitely something you should do.

"Whether it's in a mock interview or just practicing your answer in the mirror, talk through your response so that it feels natural and comfortable when you're actually in the interview," Flowers says.

With just a little preparation and strategy, you'll soon view behavioral interview questions as less of a burden—and more of an opportunity to emphasize your awesome qualifications.

THE BENEFITS OF A MOCK INTERVIEW



- Learning how to prep for an interview
 - Dressing professional
 - Bringing a copy of your resume
 - Arriving on time
- Practicing how to answer the “Tell Me About Yourself?” question
- Getting exposure to industry specific questions
- Becoming more comfortable answering your questions using the S.T.A.R. Method
- Receiving feedback and critiques that will better prepare you for your real interview
- Gaining an overall sense of confidence with the interviewing process

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11 TIPS FOR TIME MANAGEMENT

- 1. STOP MULTITASKING**
- 2. SET REMINDERS**
- 3. ONLY FOCUS ON WHAT MATTERS**
- 4. BREAK TASKS INTO STEPS**
- 5. GET MORE ORGANISED**
- 6. REMOVE DISTRACTIONS**
- 7. PLAN YOUR DAY**
- 8. WRITE DOWN YOUR PRIORITIES**
- 9. MAKE A "STOP DOING" LIST**
- 10. CHECK YOUR EMAILS ONLY 2 TIMES A DAY**
- 11. HAVE BREAKS & REFRESH YOUR MIND**



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