

Name: _____ Date: _____ Grade/Class: _____

Qualities for success

Do you know what it takes to be successful when you grow up? Do you have qualities for success? How would you describe yourself during a job interview?

Step 1: These personal characteristics describe people who are successful in school, the community and work. Circle at least five characteristics and up to ten that reflect the kind of person YOU think you are.

- | | |
|---|---|
| Persistent | Likes challenges |
| Takes on responsibilities | Energetic |
| Leader | Works hard to get things done |
| Friendly | Works well with others |
| Easy to get along with | Sensitive to the feelings of others |
| Helpful | Mature |
| Self-confident | Flexible |
| Accepts criticism | Stays calm when in stressful situations |
| Controls anger | Avoids being aggressive |
| Dependable | Thorough when doing work |
| Honest | Creative |
| Problem-solver | Thinks things through |
| Continues trying when the work gets difficult | Follows instructions |

Step 2: List five words or phrases that you think best describe the person you are. You can use words or phrases that are not listed above.

1. _____
2. _____
3. _____
4. _____
5. _____

Step 3: Ask at least one other person to describe the kind of person he or she thinks you are.

- ✓ Have the person use the **How others see me** worksheet.

Step 4: Compare your list of personal characteristics to the list from the other person(s).

- ✓ Think about how the lists are similar or different.
- ✓ Are there words and phrases on the person's list that you had not thought about in describing yourself? What are those words?

1. _____
2. _____
3. _____

Step 5: We all would like to improve ourselves in some way. List two qualities you would like to work on to help you be more successful?

1. _____
2. _____

How others see me

Step 1:

⇒ Circle all the characteristics that reflect the kind of person YOU think

_____ is.

Persistent	Likes challenges
Takes on responsibilities	Energetic
Leader	Works hard to get things done
Friendly	Works well with others
Easy to get along with	Sensitive to the feelings of others
Helpful	Mature
Self-confident	Flexible
Accepts criticism	Stays calm when in stressful situations
Controls anger	Avoids being aggressive
Dependable	Thorough when doing work
Honest	Creative
Problem-solver	Thinks things through
Continues trying when the work gets difficult	Follows instructions

Step 2:

⇒ Add additional comments about the success of this person in school, community, and at home.

Thoughts and reflections

⇒ You can store your reflections in two places.

- ✓ One is to go back to CIS portfolio, **My career plan**, and fill in the field for **Qualities for success**.
- ✓ If you use a paper portfolio, write your thoughts below and keep the handout in your folder.

⇒ List three qualities that help you be successful in your school, community, and home.

⇒ List one personal quality you want to improve on to be more successful.