



# Middle School Skills

For success in high school, college, career and life!

Presenter: Christine Torre

# SKILLS FOR LIFE



1. Communication
2. Organization
3. Leadership
4. Problem Solving
5. Computer Literacy
6. Continued Learning
7. Emotional Intelligence
8. Teamwork
9. Work Ethic
10. Time Management

# 1. COMMUNICATION

- ❖ Oral
  - Verbal
  - Nonverbal
- ❖ Written
- ❖ Public Speaking
- ❖ Presentation



# SKILLS DEVELOPMENT

## Communication Skills Development

1. Record communication
2. Increase vocabulary
3. Extra-curricular activities that promote communication
4. Practice communication skills at home
5. Give a list of directions
6. Practice introductions
7. Study TV shows
8. Power Point Tutorials from Microsoft
9. Participate in a public speaking program: 4H, Toastmasters, Library, TeenPact

## 2. ORGANIZATION

- ❖ Physical Organization
- ❖ Mental Organization
- ❖ Planning
- ❖ Scheduling
- ❖ Coordinating Resources
- ❖ Time Management



# SKILLS DEVELOPMENT

## Organization Skills Development

1. Keep a family calendar
2. Use checklists/planners
3. Organize schoolwork and personal spaces.
4. Plan/execute a field trip, party or vacation
5. Grade/record daily assignments
6. Enforce deadlines
7. Dual enroll or take outside classes with accountability
8. Volunteer

# 3. LEADERSHIP

- ❖ Lead by Example
- ❖ Constantly improving
- ❖ Motivating
- ❖ Positive Outlook
- ❖ Follow Instructions
- ❖ Show Initiative
- ❖ Make Decisions



# SKILLS DEVELOPMENT

## Leadership Skills Development

1. Lead in area of gifting
2. Community service
3. National youth leadership organizations
4. Mentorship programs
5. Study abroad/mission trips
6. Camp/VBS counselor
7. Encourage work
8. Allow decision making

## 4. PROBLEM SOLVING

- ❖ Creativity
- ❖ Overcoming Unexpected Obstacles
- ❖ Customer Service
- ❖ Making Decisions
- ❖ Critical Thinking



# SKILLS DEVELOPMENT

## Problem Solving Skills Development

1. Solve problems together
2. Ask questions
3. Encourage independence
4. Group learning experiences
5. Dialogue, discuss, debate
6. Fund creativity
7. Join a sport for the mind
8. Ask thinking questions

# 5. COMPUTER LITERACY

- Basic Computer Skills
- Advanced Computer Skills
- Microsoft Office Suite
- Spreadsheets
- Presentations



# SKILLS DEVELOPMENT

## Computer Literacy Skills Development

1. Microsoft Office training: [www.support.office.com](http://www.support.office.com)
2. Community college
3. Computer programming, networking college course
4. Touch typing lessons
5. Free online technology courses: <https://www.coursera.org>

## 6. CONTINUED LEARNING

- ❖ Promotion
- ❖ Training
- ❖ Information changes
- ❖ Shows Motivation



# SKILLS DEVELOPMENT

## Continued Education Skills Development

1. MIT Open Courseware: <http://ocw.mit.edu>
2. Open Education Consortium: <http://www.oecconsortium.org>
3. Massive Open Online Courses (MOOC)
  - Coursera: <https://www.coursera.org>
  - edX: <https://www.edx.org/>
  - Udacity: <https://www.udacity.com/>

# 7. EMOTIONAL INTELLIGENCE

- ❖ Self-Awareness
- ❖ Self-Regulation
- ❖ Motivation
- ❖ Empathy
- ❖ Social Skills



# SKILLS DEVELOPMENT

## Emotional Intelligence (EI) Skills Development

1. EI activities for teens: [Downloadable PDF from State of Ohio](#)
2. Join a home school support group: [www.ghea.org](http://www.ghea.org)
3. Find pen pals or e-pals
4. Community college / Tech school courses
5. Volunteer at church or in the community
6. Community Resources: park and recreation, classes, clubs, hobbies, camps
7. Join a home school co-op

## 8. TEAMWORK

- ❖ Working Cooperatively
- ❖ Contributing
- ❖ Communication
- ❖ Responsibility
- ❖ Respect
- ❖ Decision-making



# SKILLS DEVELOPMENT

## Teamwork Skills Development

1. Regular family mealtime
2. Worship together as a family
3. Volunteer together as a family
4. Family mission trip
5. Family service project
6. Join a team or club: sports, robotics, dance, etc.
7. Family nights: *Family Night Tool Chest*, Focus on the Family

## 9. WORK ETHIC

- ❖ Professionalism
- ❖ Respectfulness
- ❖ Dependability
- ❖ Dedication
- ❖ Determination
- ❖ Accountability
- ❖ Humility



# SKILLS DEVELOPMENT

## Work Ethic Skills Development

1. Encourage volunteering
2. Be a role model
3. Work Experience
4. Chores and more chores
5. Finances and budgeting
6. The tough jobs
7. Consequences: 2 Thessalonians 3:10

# 10. TIME MANAGEMENT

- ❖ Organization
- ❖ Procrastination
- ❖ Decision Making
- ❖ Prioritizing
- ❖ Planning
- ❖ Delegation
- ❖ Scheduling



# SKILLS DEVELOPMENT

## Time Management Skills Development

1. Time tracking app - Planning 30/30
2. Working memory app - Quizlet
3. Organization app - You Note!
4. Scheduling app - Google Calendar
5. Time management app - In Class

### What Your Middle Schooler Needs to Know

Spiritual Skills	Social Skills	Life Skills	Study Skills
Growing relationship with Jesus	Courtesy for others	Knows how to clean	Take notes from a speaker
Spends daily Bible time	Willingness to be a team player	Basic yard maintenance	Study effectively for a test
Fruits of Spirit evident in daily life	Accepts responsibility for actions	Basic laundry skills	Prepare an outline
Love	Shows respect for siblings/others	Simple meal preparation	Completes assignments timely
Joy	Shows respect for adults	Proper handling of emergencies	Sits attentively during teaching
Peace	Handles problems appropriately	Knows when to call 911	Completes neat work
Kindness	Cooperates when in a group	Can dial 911	Works to potential
Gentleness	Practices everyday etiquette	Fire prevention/safety	Attempts academic challenges
Goodness	Proper table manners	Personal safety	Responsible for assignments
Faithfulness	Proper phone manners	Basic kitchen safety	Maintains own schedule
patience	Properly takes a phone message	Maintain a personal first aid kit	Begins filing school records
Self-control	Writes appropriate thank you notes	Practices patriotism	Grades own schoolwork
Growing understanding of modesty	Makes eye contact when speaking	Can use basic hand tools	Records own grades
Practices honesty in daily situations	Makes appropriate introductions	Maintains bike, scooter, etc.	Work/study independently
Understands giving/tithing	Controlled email and text access	Maintain a basic savings account	Write a research paper
Willingly attends worship regularly	Self-esteem not tied to friendships	Knowledge of saving, giving, spending	Research using the library
Gladly honors father and mother	Does not conform to peer pressure	Purchase goods and calculate change	Research using the internet
Prays silently and out loud	Practices punctuality	Basic time management	Follows ALL directions
Accepts correction without contempt	Understands friendship loyalty	Basic public speaking skills	Works without complaining
Understands sin and consequences	Engages in conversation	Organizes personal living space	Increased typing fluency
Willingly helps within the family	Shows respect for property	Wakes to own alarm	Basic computer knowledge
Basic knowledge of courtship/dating	Avoids inappropriate relationships	Basic personal hygiene	<u>saving</u> , storing, editing docs.

Download the list from [tandemedu.org/lists](http://tandemedu.org/lists)

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# Middle School Preparation

- ❖ Identify learning challenges
  - Recognize through evaluation
  - Remediate as necessary
  - Accommodations are essential
- ❖ Critical thinking discussions
  - Current events and worldviews
  - Encourage different opinions
- ❖ Study skills
  - Peer groups-“Everyone else is smarter”
  - Use study tools:
    - Grammarly, Quizlet, Khan Academy
  - Make Learning Memorable
- ❖ Adopt a mastery approach to learning
  - Redo work until mastery is achieved

# Middle School Preparation

## ❖ Life Skills

- Time management
- Self-motivation
- Microsoft Office Suite
- Keyboarding 40+ WPM

## ❖ High school prep English

- Includes a research paper in MLA format
- Grammar, punctuation, spelling, editing
- Expository and persuasive essay writing

## ❖ High school prep math

- Strong pre algebra or
- Algebra I in 8<sup>th</sup> if ready
- Foundation for ACT/SAT and college math

## ❖ Test taking skills

- IOWA, Stanford, subject tests, CLEP
- Monthly or quarterly tests in core subjects

## ❖ Outside accountability

- Allows you to be the coach and cheerleader
- Teens 'perform' better for someone else
- Boys under mom's authority

# TANDEMEDU TEACHES LIFE SKILLS

- ✓ Weekly co-op classes
- ✓ High school teachers assign and grade work
- ✓ Begin DE in 9<sup>th</sup> grade with a facilitator
- ✓ Facilitator guides students through college coursework
- ✓ Students take only 2-3 classes each quarter
- ✓ Earn up to 28 high school credits and 60 college credits
- ✓ Graduate with an accredited diploma and qualify for HOPE
- ✓ College courses online through Toccoa Falls College
- ✓ State DE funds cover college tuition, books and fees for 10 classes
- ✓ No ACT/SAT/Accuplacer scores required for college admission
- ✓ Admission to TandemEDU = Admission to TFC

## Three Degree Paths

For Families Enrolling After 2022	DD Track <i>Distinguished Diploma</i>	CP Track <i>College Prep</i>	CE Track <i>Career Explorations</i>
Designed for the student who plans to:			
<i>Pursue a bachelor's degree</i>	✓	✓	
<i>Obtain a technical degree</i>			✓
<i>Enter the workforce right after high school</i>	✓		✓
Accredited high school diploma			✓
Accredited college prep high school diploma	✓	✓	
Total high school credits	28	23	23
Total college credits	60	45	45
Maximum transfer credits	60	45	27
TandemEDU books/fees average annual cost	\$3,500	\$3,400	\$3,100
College tuition average annual cost	\$1,120	\$600	\$600

All Students Take Two Years of Core Classes

Tier 1	Tier 2
Weeks 1-8	Weeks 1-8
HS English/Composition 10	HS American Literature
HS Algebra I	HS Algebra II
HS Biology Lab	HS Chemistry Lab
Weeks 9-16	Weeks 9-16
HS English/Composition 10	HS American Literature
HS Algebra I	HS Algebra II
HS Biology Lab	HS Chemistry Lab
	ENG 113 Composition I
Weeks 17-24	Weeks 17-24
HS English/Composition 10	HS American Literature
HS Algebra I	HS Algebra II
HS Biology Lab	HS Chemistry Lab
	HIS 233 American History
Weeks 25-32	Weeks 25-32
HS English/Composition 10	HS American Literature
HS Algebra I	HS Algebra II
HS Biology Lab	HS Chemistry Lab
	GHY 213 World Geography

Choose Your Track After Completing Tier 1 and Tier 2 Classes

DD Track – Distinguished Diploma	
Tier 3	Tier 4
Weeks 1-8	Weeks 1-8
HS Practical Geometry	Financial Mathematics
Test Prep-Reading/English	COM 113 Communication
SCI 243 Earth Science	NTE 103 New Testament
Weeks 9-16	Weeks 9-16
HS Practical Geometry	Financial Mathematics
ENG 123 Composition II	SCI 253 Environmental Science
BSF 103 Spiritual Formation	PSY 113 Intro Psychology
Weeks 17-24	Weeks 17-24
Test Prep-Math	POL 213 American Gov't
MAT 133 College Algebra	SPN 113 Spanish I
OTE 103 Old Testament	THE 303 Intro to Theology
Weeks 25-32	Weeks 25-32
HUM 103 Western Thought	ECO 213 Micro Economics
MAT 133 College Algebra	SPN 123 Spanish II
BIB 213 Hermeneutics	

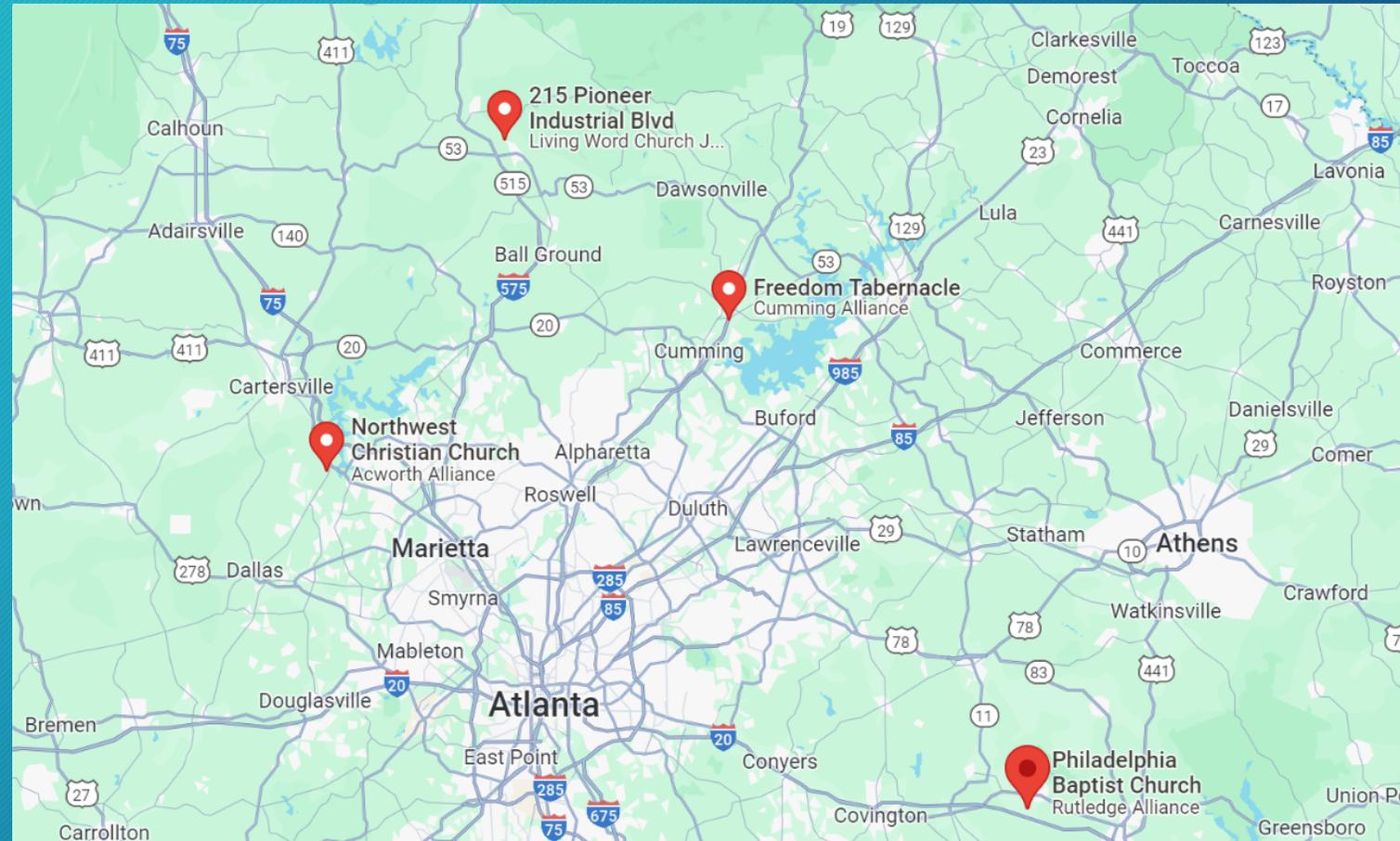
CP Track – College Prep	
Tier 3	Tier 4
Weeks 1-8	Weeks 1-8
HS Practical Geometry	Financial Mathematics
Test Prep-Reading/English	COM 113 Communication
SCI 243 Earth Science	
Weeks 9-16	Weeks 9-16
HS Practical Geometry	Financial Mathematics
ENG 123 Composition II	SCI 253 Environmental Science
	PSY 113 Intro Psychology
Weeks 17-24	Weeks 17-24
Test Prep-Math	POL 213 American Gov't
MAT 133 College Algebra	SPN 113 Spanish I
Weeks 25-32	Weeks 25-32
HUM 103 Western Thought	ECO 213 Micro Economics
MAT 133 College Algebra	SPN 123 Spanish II

CE Track – Career Explorations	
Tier 3	Tier 4
Weeks 1-8	Weeks 1-8
HS Practical Geometry	Financial Mathematics
SCI 243 Earth Science	DE Career Elective 4
DE Career Elective 1	
Weeks 9-16	Weeks 9-16
HS Practical Geometry	Financial Mathematics
ENG 123 Composition II	SCI 253 Environmental Science
DE Career Elective 1	DE Career Elective 4
Weeks 17-24	Weeks 17-24
MAT 133 Algebra/Career Math	POL 213 American Gov't
DE Career Elective 2	DE Career Elective 5
DE Career Elective 3	DE Career Elective 6
Weeks 25-32	Weeks 25-32
MAT 133 Algebra/Career Math	ECO 213 Micro Economics
DE Career Elective 2	DE Career Elective 5
DE Career Elective 3	DE Career Elective 6

# ALLIANCE LOCATIONS

## TandemEDU Alliances:

Acworth  
Cumming  
Jasper  
Rutledge





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