

Course Outline for

Life Management (online)

Grade Level(s):	9 - 12	
Assignments:	18 lessons	Credits: 5 units
Format:	Online	
Instructional Materials:	Online syllabus Interactive syllabus	

Course Description:

Life Management provides students with an opportunity to look at their lives, both present and future, in terms of self-examination and self-actualization, community involvement, personal health, money management skills, college planning, resource and time management, and career research. The course stresses a reflective as well as an analytical approach to life skills, including journal writing about values and plans for the future. The culminating activity, an autobiography, ten years from today, asks students to think concretely about their futures.

Learning Objectives:

- Students will write reflectively upon their own lives, their aptitudes, interests and hopes for the future and use this material for goal setting.
- Students will analyze their relationship to their community, understanding that community service is an important personal commitment throughout the various stages of life. Students will understand that their own values and ethics form the basis of their relationship to the community.
- Students will create an action plan for their futures based upon their personal and professional goals.
- Students learn about the concept of preventative health, sound nutrition and other health management issues.
- Students learn strategies for money management, including budgeting and banking skills, credit and investment resources, and general consumer skills.
- Students learn to plan for college, how to select a major and what to do in high school in preparation for college.
- Students learn to manage their time and material resources as they move into independence.

- Students learn strategies for dealing with stress.
- Students research careers to develop realistic expectations and to make realistic plans.
- Students anticipate their own futures, based upon what they have learned in this course.

Lesson 1: Begin Autobiography / Journal Writing

Lesson 2: Finish Autobiography / Journal Writing

Lesson 3: Setting Goals / Journal Writing

Lesson 4: Lessons for Contributing to a Community

- (A) Stages of life and how they relate to our community
- (B) Listening to ourselves and others
- (C) Practicing kindness and respect for life

Lesson 5: Creating a Life Action Plan

- (A) Development Plan/Action Plan for the future
- (B) Personal goals
- (C) Professional goals
- (D) Utilizing community resources to reach goals
- (E) Journal writing

Lesson 6: More Lessons for Contributing to a Community

- (A) Using your energy wisely
- (B) How to be a partner
- (C) Truthfulness
- (D) Journal writing

Lesson 7: Managing Your Life

- (A) Careers
- (B) Application process
- (C) Communication skills
- (D) Understanding family structure
- (E) Journal writing

Lesson 8: Managing Your Health I

- (A) Wellness as a resource
- (B) Substance abuse
- (C) Preventative health
- (D) Journal writing

Lesson 9: Managing Your Health II

- (A) Healthcare facilities

- (B) Managing crises, emergencies and illness
- (C) Making nutritional decisions
- (D) Journal writing

Lesson 10: Managing Work and Money Resources

- (A) Planning for work
- (B) Acquiring job skill
- (C) Careers
- (D) Making a financial plan
- (E) Making a budget
- (F) Establishing a checking account
- (G) Journal writing

Lesson 11: Paying Taxes

- (A) Using credit and investment resources
- (B) Becoming an informed customer
- (C) Developing consumer skills
- (D) Journal writing

Lesson 12: Planning for College / Making the Most of High School

- (A) How to select your courses
- (B) Surviving senioritis
- (C) Summer school: It's not what you think
- (D) What should you be doing right now?
- (E) Getting college credit before college
- (F) Journal writing

Lesson 13: Exploring College Majors

- (A) Majors search
- (B) How important is the choice of college major?
- (C) Choosing a minor
- (D) What kind of degree do you want?
- (E) Free college prep software
- (F) Majors handbook
- (G) My road: explore majors
- (H) Journal writing

Lesson 14: Managing Time and Material Resources

- (A) Managing food resources
- (B) Managing clothing resources
- (C) Managing housing resources?
- (D) Organizing your living space
- (E) Making transportation decisions
- (F) Managing your leisure time
- (G) Journal writing

Lesson 15: Managing Your Time (and stress!)

- (A) Time management diary
- (B) Time management tips
- (C) Stress management
- (D) Journal writing

Lesson 16: Researching Careers

- (A) Step-by-step career worksheet
- (B) Ten fastest growing occupations
- (C) Reality checks for your career planning
- (D) My road: explore careers
- (E) Journal Writing

Lesson 17: Back to your life. Writing about what you have learned

Lesson 18: Your Autobiography, ten years from today